

[Date]

[Guarantor Name]
[Guarantor Address]
[City, State, Zip Code]

Subject: Notification of Loan Approval and Guarantor Acceptance

Dear [Guarantor Name],

We are pleased to inform you that the loan application for [**Borrower Name**] (the "Borrower") in the amount of \$[**Loan Amount**] has been formally approved.

This approval is based on your commitment to act as the Personal Guarantor for this credit facility. By signing the guarantee agreement, you have agreed to be personally liable for the repayment of the loan, including all interest and fees, should the Borrower fail to meet their contractual obligations.

Summary of Loan Terms:

- Borrower: [Borrower Name]
- Loan Amount: \$[Amount]
- Interest Rate: [Rate]%
- Repayment Term: [Number of months/years]

Please find attached the final Guarantee Agreement and Loan Schedule. We advise that you review these documents thoroughly. If you have any questions regarding your legal liabilities as a guarantor, we recommend seeking independent legal advice.

The funds will be disbursed to the Borrower on [Disbursement Date], subject to the final execution of all enclosed documents.

Thank you for your cooperation in this matter.

Sincerely,

[Your Name/Signature]
[Your Title]
[Lending Institution Name]