

[Company Name]
[Company Address]
[City, State, Zip Code]
[Phone Number]
[Date]

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

Subject: Approval of Green Energy Improvement Loan

Dear [Borrower Name],

We are pleased to inform you that your application for a Green Energy Improvement Loan has been approved. This loan is intended to support your project for [Project Type, e.g., Solar Panel Installation/Energy Efficiency Upgrades].

Loan Terms and Conditions:

- **Loan Amount:** \$[Amount]
- **Interest Rate:** [Percentage]%
- **Loan Term:** [Number] months/years
- **Monthly Payment:** \$[Amount]
- **Collateral (if applicable):** [Description]

To finalize this loan, please review the attached Loan Agreement. You are required to sign and return the documents by [Deadline Date]. Once the documents are processed, the funds will be disbursed according to the agreed schedule.

We congratulate you on taking this step toward a more sustainable and energy-efficient future. If you have any questions, please contact your loan officer at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Name of Loan Officer]
[Title]
[Company Name]