

Date: [Date]

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

Subject: Regarding your Personal Loan Application

Dear [Applicant Name],

Thank you for applying for a personal loan with [Financial Institution Name]. We have carefully reviewed your application and, unfortunately, we are unable to approve your request at this time.

Our decision was based, in whole or in part, on information obtained in a report from the consumer reporting agency listed below:

[Name of Credit Bureau]
[Address of Credit Bureau]
[Toll-free Telephone Number]

The specific reason(s) for your credit score rejection include:

- [Insert Reason: e.g., Credit score below minimum requirement]
- [Insert Reason: e.g., Insufficient credit history]
- [Insert Reason: e.g., High debt-to-income ratio]

Your Credit Score: [Insert Score]
Date Score Computed: [Insert Date]
Score Range: [Insert Range, e.g., 300 - 850]

Under the Fair Credit Reporting Act, you have the right to obtain a free copy of your credit report from the agency listed above if you request it within 60 days of receiving this notice. You also have the right to dispute the accuracy or completeness of any information in the report.

Please note that the reporting agency played no part in our decision and is unable to provide you with the specific reasons why your application was denied.

We appreciate your interest in our services and encourage you to reapply in the future should your financial circumstances change.

Sincerely,

[Name of Officer/Department]
[Financial Institution Name]