

Creditor's name:_____

Address:_____

Telephone number:_____

Date: _____

Dear Applicant: Thank you for your application for credit. The following information is needed to make a decision on your application:

We need to receive this information by _____ (date). If we do not receive it by that date, we will regrettably be unable to give further consideration to your credit request.

Sincerely,