

# Sanction letter

Name of Lending Company

Address of Lending Company

City, State, Zip Code

[Date]

[Name of Lendee]

Address of Lendee

City, State, Zip Code

Dear [Name of Lendee],

This letter is made in reference to your loan application number [loan number] dated [date of loan application]. Based on the information you provided in your loan application, we are pleased to inform you of the approval of your loan based on the following terms and conditions:

- Loan amount of \$ [amount]