

Loan Refusal Letter Sample with Reasons Given

Date: [Insert Date]

Applicant Name: [Applicant's Full Name]

Address: [Applicant's Address]

City, State ZIP Code

Dear [Applicant's Name],

Thank you for your recent application for a loan with [Lender/Bank Name]. We appreciate your interest in our services. After a thorough review of your application and supporting documentation, we regret to inform you that we are unable to approve your loan request at this time.

The decision was based on the following reason(s):

- **Insufficient credit history:** Our review indicated a lack of sufficient credit history to meet our lending requirements.
- **Inadequate income:** The income information provided does not meet our minimum requirements for the requested loan amount.
- **High debt-to-income ratio:** Your current debt obligations in relation to your income exceed our allowable limits.
- **Incomplete documentation:** Some required documentation was missing or incomplete.

Please note that this decision does not reflect on you personally, but rather on the need to adhere to our internal lending policies and assessment criteria.

If you would like more information regarding this decision, or if you believe there has been an error, you may contact us at [Contact Information]. Additionally, you are welcome to reapply in the future should your situation change.

Thank you again for considering [Lender/Bank Name]. We wish you all the best in your future financial endeavors.

Sincerely,

[Loan Officer's Name]

[Title]

[Lender/Bank Name]

[Contact Information]