**Personal Loan Request Letter**

To

Ms. Martha Bellows

Manager,

Los Angeles Co-operative Bank,

78431, Meadow Hill Drive,

Los Angeles,

California,

USA

Date – 19th February 2014

Sub – personal loan request letter

Dear Ms. Bellows,

This is to bring to your notice that I am an existing account holder of your bank and I have a joint fixed deposit account with my wife in your bank. Please treat this letter as a request for a personal loan, and the amount of the loan is $7000.

My wife and I, we, recently came to know that we are about to become first-time parents and I need this personal loan to build a nursery in my house for the baby. You can keep my fixed deposit account as a collateral security on the personal loan. My wife is due to give birth in four months and I hope you can understand the urgency of the situation.

I need the $7000 as the personal loan as soon as possible so that the construction can begin and we can get the nursery ready in time when the baby arrives.

I hope to hear from you soon.

Thanking You

Jim Taylor,

Fixed Deposit Account Number – LACB568321,

72211, Cielo Drive,

Los Angeles,

California,

USA