

### Formal email samples ( funding request)

#### Sample 1 (النموذج الأول)

Dear Sir/Madam,

My name is [ Your Name ], and I am a start-up entrepreneur. I am planning to launch my own business in [ Location 📍 ]. I came across your funding support and would like to apply.

My business will focus on [ Brief description of product/service ]. I already have a basic plan and approval to begin.

I am requesting a loan of [ Amount 💰 ] to buy tools and create a simple online ordering system. I will repay the loan monthly over the next few months.

Attached are my CV, business plan, and approval documents. Please contact me for anything further.

Sincerely,

[ Your Name ]

#### Sample 2 (النموذج الثاني)

Dear Sir/Madam,

My name is [ Your Name ], and I'm planning to start a business selling [ Products/Services ] in [ Location 📍 ]. I came across your program supporting entrepreneurs and would like to benefit from this service.

The business will offer [ Brief description of product/service ] and will help meet local demand.

I am requesting a loan of [ Amount 💰 ] to buy all the equipments and other goods needed for my business. I will repay the loan in monthly payments over the next few months.

I've attached everything for your review. Please contact me for more details if needed.

Thank you.

Best regards,

[Your Name]

## Sample 2 (النموذج الثالث)

Dear Sir/Madam,

My name is [Your Name], and I'm planning to start a business selling [Products/Services] in [Location 📍]. I came across your program supporting entrepreneurs and would like to request funding.

The business focuses on [Brief description of product/service], and I've already prepared the necessary documents and approvals.

I am applying for a loan of [Amount 💰] to help launch my business. I will repay it in monthly payments over the next few months.

I've attached everything for your review. Please contact me for more details if needed.

Thank you.

Best regards,

[Your Name]