

NOTICE OF ACTION & STATEMENT OF REASONS

Applicant's Name
Applicant's Address

Date

Dear Applicant:

Thank you for applying to us for credit. We have given your request careful consideration and regret that we are unable to extend credit to you at this time for the following reasons:

(Insert the appropriate reason such as value or type of collateral not sufficient, lack of established earnings record, slow or past due in trade or loan payments, etc.)

Sincerely,

Seller Corporation
Seller's Address
Seller's phone number

Notice: The federal Equal Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this credit is the Federal Trade Commission, Division of Credit Practices, 6th and Pennsylvania Avenue, NW, Washington, D.C. 20580.