

Loan Agreement Between Friends

A short, friendly-but-clear written agreement for money lent between friends, with a real repayment date both of you sign.

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1. Friends as parties

Identifies both of you by full legal name — the friendship is why the loan happened, but the document works on real names.

2. Amount lent

States the exact figure, in numbers and words, including any previous loans you agree to fold in.

3. How the money is sent

Records the transfer method and date, so the payment slip and the agreement tell one story.

4. Interest

Most friend loans are interest-free — this clause says so explicitly, so no one has to wonder.

5. Repayment date

The heart of the document: a real calendar date, or a short schedule of part-payments.

6. Repayment method

Names where the money goes back to, keeping every repayment traceable.

7. Partial payments

Confirms part-payments are welcome and count toward the total, with each one acknowledged in writing or chat.

8. If the date is missed

Sets the agreed next step — an honest conversation and a new written date — instead of awkward silence.

9. Keeping track

Commits you both to acknowledging each repayment, even with a simple chat message, so the balance is never a mystery.

10. Signatures

Both friends sign and date; a witness is optional but adds weight for larger amounts.

Signatures — A

Signatures — B

Witness signature

Date: _____

Date: _____

Date: _____

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PREVIEW