

Date: [Insert Date]

To: [Insert Name of Recipient/Board of Directors]

From: [Insert Name/Department of Auditor]

Subject: Summary of Fair Lending Compliance Review

Dear [Insert Name],

This letter provides a summary of the Fair Lending Compliance Review conducted for the period of [Insert Start Date] to [Insert End Date]. The purpose of this review was to evaluate adherence to the Equal Credit Opportunity Act (ECOA), the Fair Housing Act (FHA), and internal lending policies.

Scope of Review:

- Analysis of loan application registers and underwriting decisions.
- Review of pricing practices and discretionary overrides.
- Assessment of marketing and outreach efforts to underserved communities.
- Evaluation of staff training records and compliance documentation.

Summary of Findings:

[Insert a brief description of findings, e.g., No systemic issues identified / Specific areas for improvement noted].

Key Observations:

- [Insert Observation 1]
- [Insert Observation 2]
- [Insert Observation 3]

Required Actions:

1. [Insert Required Action 1]
2. [Insert Required Action 2]

Conclusion:

Overall, the institution demonstrates a [Insert Rating, e.g., Satisfactory] level of compliance with Fair Lending regulations. We recommend implementing the corrective actions listed above by [Insert Deadline Date] to mitigate potential risks.

Sincerely,

[Insert Signature]
[Insert Printed Name]
[Insert Title]