

[Lender Name]
[Lender Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

RE: Conditional Approval of Commercial Mortgage Loan

Dear [Borrower Name],

We are pleased to inform you that your application for a commercial mortgage loan has been conditionally approved based on the preliminary information provided. This letter outlines the proposed terms and the conditions that must be met prior to final approval and funding.

Proposed Loan Terms:

- **Loan Amount:** \$[Amount]
- **Property Address:** [Address of Commercial Property]
- **Loan Term:** [Number of Months/Years]
- **Interest Rate:** [Percentage]% (Subject to market fluctuations)
- **Amortization:** [Number of Years]
- **Loan-to-Value (LTV):** Not to exceed [Percentage]%

Conditions for Final Approval:

This commitment is subject to the satisfactory receipt and review of the following items:

1. Certified appraisal showing a minimum value of \$[Amount].
2. Phase I Environmental Site Assessment.
3. Final property inspection report.
4. Updated business and personal financial statements.
5. Proof of property insurance naming [Lender Name] as loss payee.
6. Satisfactory title insurance policy and land survey.
7. Verification of [Specific Condition, e.g., Lease Agreements/Rent Roll].

Please note that this letter is not a final commitment to lend. The final approval is contingent upon the underwriting department's review of the documentation listed above and the absence of any material adverse change in your financial condition.

This conditional approval is valid until [Expiration Date].

Sincerely,

[Signature]

[Name of Loan Officer]

[Title]

[Lender Name]