

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

**Date:** [Current Date]

**Borrower:** [Borrower Name/Entity]  
**Property Address:** [Subject Property Address]

**RE: PRELIMINARY COMMERCIAL MORTGAGE APPROVAL**

Dear [Borrower Name],

We are pleased to inform you that [Lender Name] has granted preliminary approval for a commercial mortgage loan based on the initial information provided. This letter serves as an indication of our intent to proceed with the financing for the property referenced above.

**Proposed Terms:**

- **Loan Amount:** \$[Amount]
- **Interest Rate:** [Rate]% (Fixed/Floating)
- **Amortization Period:** [Number] Years
- **Loan Term:** [Number] Months
- **Loan-to-Value (LTV):** [Percentage]%

**Conditions for Final Approval:**

This preliminary approval is subject to the satisfactory completion of the following requirements:

- A certified commercial appraisal supporting the required value.
- Phase I Environmental Site Assessment.
- Review and approval of final title commitment and property insurance.
- Verification of updated financial statements and tax returns.
- Satisfactory background and credit checks on all principals.
- Formal approval by the Lender's Credit Committee.

This letter is not a binding commitment to lend. It is intended for discussion purposes only and is subject to change based on market conditions or additional information discovered during the underwriting process.

Sincerely,

[Signature]  
[Officer Name]  
[Title]