

Date: [Insert Date]

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

RE: Unconditional Approval of Commercial Mortgage Loan

Dear [Borrower Name],

We are pleased to inform you that [Lending Institution Name] has granted unconditional approval for your commercial mortgage application regarding the property located at [Property Address].

The terms of the approved loan are as follows:

- **Loan Amount:** \$[Insert Amount]
- **Interest Rate:** [Insert %] per annum
- **Loan Term:** [Insert Number] years
- **Amortization Period:** [Insert Number] years
- **Monthly Payment:** \$[Insert Amount]
- **Loan Purpose:** [Insert Purpose, e.g., Purchase/Refinance]

As this is an unconditional approval, all prior conditions, credit checks, and property appraisals have been satisfied to the satisfaction of the lender. No further documentation is required to finalize this credit decision.

Our legal department will proceed with the final closing documents. The scheduled closing date is set for [Insert Date] at [Insert Location/Time]. Please ensure that all authorized signatories are present to execute the final paperwork.

If you have any questions regarding the final steps of this process, please contact your Loan Officer, [Officer Name], at [Phone Number].

Congratulations on your successful application. We look forward to a continued professional relationship.

Sincerely,

[Signature]
[Name of Authorized Signatory]
[Title]
[Lending Institution Name]