

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

[Date]

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

Subject: Approval of Home Equity Line of Credit (HELOC)

Dear [Borrower Name],

Congratulations. We are pleased to inform you that your application for a Home Equity Line of Credit (HELOC) has been approved based on the terms outlined below:

- **Credit Limit:** \$[Amount]
- **Account Number:** [Account Number]
- **Initial Interest Rate:** [Rate]%
- **Index:** [e.g., Wall Street Journal Prime Rate]
- **Margin:** [Percentage]%
- **Draw Period:** [Number] years
- **Repayment Period:** [Number] years

Next Steps:

To finalize your line of credit, please review the attached closing documents. You will need to sign and return these documents by [Date]. Once the rescission period (usually three business days) has passed, your funds will be available for withdrawal.

Accessing Your Funds:

You may access your line of credit using the following methods:

- HELOC Checks
- Online Banking Transfer
- Visa Access Card (if applicable)

If you have any questions regarding your new account or the closing process, please contact your Loan Officer, [Officer Name], at [Phone Number] or via email at [Email Address].

Thank you for choosing [Lender Name] for your financing needs.

Sincerely,

[Signature]

[Name of Authorized Representative]

[Title]