[Date]

[Borrower Name]
[Address Line 1]
[Address Line 2]

RE: Approval of Variable-Rate Home Equity Line of Credit (HELOC)

Dear [Borrower Name],

We are pleased to inform you that your application for a Variable-Rate Home Equity Line of Credit has been approved. Below are the specific terms and details regarding your new account:

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

Variable Rate Information:
Please note that your interest rate is variable. This means your Annual Percentage Rate (APR) and your minimum payment may increase or decrease based on fluctuations in the [Index Name]. Any changes to the rate will be applied [Monthly/Quarterly].

Next Steps:
To finalize your account, please review and sign the enclosed Loan Agreement and Disclosure Statement. You will also need to provide the following outstanding items:

- [Item 1, e.g., Updated Proof of Insurance]
- [Item 2, e.g., Signed Closing Documents]

Once all documents are signed and the rescission period (if applicable) has passed, you will receive instructions on how to access your funds via [Check/Online Transfer/Debit Card].

If you have any questions, please contact your Loan Officer, [Name], at [Phone Number] or [Email].

Sincerely,

[Officer Signature]
[Officer Name]
[Financial Institution Name]