

[Date]

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

RE: Approval of Draw Request #[Number] - Loan #[Loan Number]

Dear [Borrower Name],

We are pleased to inform you that your Draw Request #[Number] for the project located at [Project Address] has been reviewed and approved.

The details of the disbursement are as follows:

- **Total Requested Amount:** \$[Amount]
- **Less Retainage ([Percentage]%):** \$[Amount]
- **Net Approved Amount:** \$[Amount]
- **Disbursement Date:** [Date]

The funds will be released via [Wire Transfer/Check/ACH] to [Payee Name/Account].

Please note that this approval is based on the inspection report dated [Date] and the lien waivers provided. Following this disbursement, the remaining balance on your construction loan is \$[Remaining Balance].

If you have any questions regarding this draw or future requests, please contact your loan officer at [Phone Number] or [Email Address].

Sincerely,

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