

[Financial Institution or Agency Name]
[Address]
[City, State, Zip Code]
[Phone Number]

Date: [Current Date]

RE: SUPPLEMENTAL INCOME PRE-QUALIFICATION LETTER

To Whom It May Concern,

This letter serves to confirm that [Applicant Full Name] has undergone a preliminary financial review for the purpose of [Purpose, e.g., Rental Application / Mortgage Pre-Approval].

Based on the documentation provided, we have verified that the applicant is currently retired and receives the following recurring supplemental income:

- **Social Security Benefits:** \$[Amount] per month
- **Pension/Annuity Distributions:** \$[Amount] per month
- **Investment/401(k)/IRA Distributions:** \$[Amount] per month
- **Other Supplemental Income:** \$[Amount] per month

Total Verified Monthly Gross Income: \$[Total Amount]

In addition to the monthly income streams listed above, we have confirmed liquid assets in the amount of \$[Amount] available in [Account Type, e.g., Savings/Brokerage Accounts].

Based on this information, [Applicant Full Name] meets the initial income requirements for a [Loan/Lease] amount up to \$[Maximum Amount]. This pre-qualification is subject to final verification of assets, a credit report review, and [Any Other Conditions].

This letter is valid until [Expiration Date].

Sincerely,

[Signature]
[Name of Officer/Agent]
[Title]
[Contact Email]