

Date: [Insert Date]

To: [Lender or Program Administrator Name]

Address: [Insert Address]

City, State, Zip: [Insert City, State, Zip]

RE: Application for Educator Mortgage Assistance Program

Dear [Contact Person Name or Program Committee],

I am writing to formally apply for the [Insert Name of Specific Mortgage Assistance Program]. As a dedicated educator currently employed with [Insert School District/Institution Name], I am seeking assistance to support my goal of homeownership/mortgage stability within the community I serve.

Employment Verification:

- **Current Position:** [Insert Job Title, e.g., 5th Grade Teacher]
- **Employee ID Number:** [Insert ID Number]
- **Years of Service:** [Insert Number]
- **School Name:** [Insert School Name]

I have attached the following required documentation to this letter:

- Recent pay stubs from the last 60 days.
- Verification of employment letter from my Human Resources department.
- Copies of my most recent W-2 forms.
- [Insert any other required documents, e.g., signed purchase agreement].

I am committed to my career in education and to remaining an active member of this community. This assistance program would greatly alleviate the financial challenges of [buying a home/maintaining my mortgage] while continuing my service to local students.

Thank you for your time and for supporting the educators in this region. I look forward to your response regarding my eligibility.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Phone Number]

[Your Email Address]

[Your Current Home Address]