

Date: [Date]

To: [Borrower Name(s)]

Property Address: [Property Address or TBD]

Subject: Conditional Pre-Approval Letter (Conventional Loan)

Dear [Borrower Name(s)],

We are pleased to inform you that based on a preliminary review of your credit report, income, and assets, you have been conditionally pre-approved for a conventional mortgage loan under the following terms:

- **Loan Amount:** \$[Amount]
- **Purchase Price:** \$[Amount]
- **Loan Type:** Conventional Fixed Rate
- **Down Payment:** [Percentage]%

This pre-approval is subject to the final verification of all financial documentation and is strictly contingent upon the following:

1. **Satisfactory Appraisal:** A certified appraisal must be performed on the subject property. The appraised value must meet or exceed the purchase price to support the loan-to-value requirements.
2. **Clear Title:** A title search must be completed and approved by the lender.
3. **Final Underwriting:** A final review of your financial profile prior to closing to ensure no material changes have occurred.
4. **Insurance:** Proof of valid homeowner's insurance policy.

This letter is not a commitment to lend. Loan approval is subject to the property meeting all secondary market guidelines and lender requirements.

If you have any questions regarding the appraisal process or the next steps in your loan application, please contact me directly.

Sincerely,

[Loan Officer Name]

[Company Name]

[NMLS Number]

[Phone Number]