

Date: [Date]

To: [Buyer Name(s)]

Subject: Conditional Pre-Approval Letter

Dear [Buyer Name(s)],

We are pleased to inform you that you have been conditionally pre-approved for a home mortgage loan based on a preliminary review of your credit report, income documentation, and financial assets.

Loan Details:

- **Loan Amount:** \$[Amount]
- **Loan Type:** [Loan Program Name]
- **Purchase Price:** \$[Amount]
- **Down Payment:** [Percentage/Amount]

Conditions for Final Approval:

This pre-approval is subject to the following primary conditions:

1. **Satisfactory Appraisal:** A professional appraisal of the subject property must be performed by a certified appraiser to verify that the market value meets or exceeds the purchase price.
2. **Property Inspection:** Satisfactory review of any required property inspections or repairs.
3. **Title Search:** A clear and marketable title report for the property.
4. **Final Verification:** Verification of your employment, income, and credit status prior to closing to ensure no material changes have occurred.
5. **Insurance:** Evidence of adequate homeowners insurance coverage.

This letter is not a final loan commitment. A formal commitment letter will be issued once a specific property is identified and all aforementioned conditions are fully satisfied.

Congratulations on taking this step toward homeownership. Please contact us if you have any questions.

Sincerely,

[Loan Officer Name]

[Title]

[Lending Institution Name]

[Phone Number]

[Email Address]

[NMLS Number]