

[Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

Department of Veterans Affairs

[Regional Loan Center Address]

[City, State, Zip Code]

RE: Request for VA Project Approval

To the VA Loan Processing Department,

This letter is to formally request a project eligibility review for the following condominium development:

- **Project Name:** [Condominium Project Name]
- **Project Address:** [Full Street Address, City, State, Zip Code]
- **Homeowners Association Name:** [HOA Name]

We are seeking to determine if this project meets the minimum requirements for the VA-guaranteed home loan program. Enclosed please find the required documentation for your review, including:

- Recorded Declaration of Covenants, Conditions, and Restrictions (CC&Rs)
- Bylaws of the Association
- Articles of Incorporation
- Current Budget and Reserve Study
- Plat Map/Air Rights Map
- Evidence of Insurance (HOI and Fidelity Bond)

Please notify us once the project has been assigned a VA ID number and the status has been updated in the VA WebLGY system. If additional information or corrective amendments are required, please contact our office directly.

Thank you for your assistance in providing housing opportunities for our Veterans.

Sincerely,

[Signature]

[Name of Submitting Officer]

[Title]

[Phone Number]

[Email Address]