

Date: [Insert Date]

To: [Borrower Name(s)]

Address: [Borrower Address]

Loan Reference Number: [Insert Number]

Subject: NOTICE OF EXPIRATION - Renovation Loan Pre-Approval

Dear [Borrower Name(s)],

This letter is to formally notify you that your renovation loan pre-approval issued on [Original Approval Date] has expired as of [Expiration Date].

The pre-approval period typically lasts for [Number] days. Because this window has closed, the current terms, interest rates, and maximum loan amount previously discussed are no longer guaranteed.

To move forward with your home renovation project, we will need to refresh your application. This process includes:

- Updating your recent income documentation (paystubs and bank statements).
- Reviewing your current credit profile.
- Verifying any changes to your project estimates or contractor bids.

If you are still interested in securing financing for your renovations, please contact me at [Phone Number] or [Email Address]. We can quickly review your updated information to issue a new pre-approval letter.

We look forward to helping you complete your project.

Sincerely,

[Loan Officer Name]

[Title]

[Lending Institution Name]