

Date: [Date]

To: [Listing Agent Name]

Seller Name: [Seller Name]

Property Address: [Property Address]

RE: PRE-APPROVAL LETTER (SUBJECT TO SALE OF CURRENT RESIDENCE)

Dear [Listing Agent Name],

This letter confirms that [Buyer Name(s)] has been pre-approved for a mortgage loan in the amount of \$[Loan Amount] for the purchase of the property located at [Property Address].

The approval is based on a review of the buyer's credit history, income documentation, and financial assets. This pre-approval is subject to the following conditions:

- **Contingency:** This approval is contingent upon the successful closing of the buyer's current residence located at [Buyer's Current Address], which is currently listed for sale.
- Final verification of employment and financial status prior to closing.
- A satisfactory appraisal of the subject property.
- A valid title insurance policy.

Loan Details:

- **Loan Type:** [e.g., Conventional, FHA, VA]
- **Down Payment:** [Amount or Percentage]
- **Purchase Price:** Up to \$[Maximum Purchase Price]

Based on the buyer's current financial profile and the equity expected from their pending sale, they are well-qualified to complete this transaction once their home is sold.

If you have any questions regarding this pre-approval, please contact me directly at [Phone Number].

Sincerely,

[Loan Officer Name]

[Title]

[Lending Institution]

[NMLS Number]

[Email Address]