

Date: [Current Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

Subject: Notice of Thirty-Day Pre-Approval Expiration Extension

Dear [Borrower Name],

Our records indicate that your current mortgage pre-approval for the property loan is scheduled to expire on [Original Expiration Date].

We understand that the home search process can take time. At your request, we have reviewed your file and are pleased to inform you that your pre-approval has been extended for an additional thirty (30) days. Your new expiration date is [New Expiration Date].

Please note that this extension is subject to the following conditions:

- No material changes have occurred in your financial situation, including income, employment, or debt obligations.
- Your credit score remains within the qualifying range required for this loan program.
- Market interest rates remain subject to change unless a rate lock agreement has been executed.

To finalize your formal loan application once you have found a property, we may require updated documentation, such as your most recent pay stubs or bank statements.

If you have any questions regarding this extension or your loan status, please contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Loan Officer Name]

[Title]

[Lending Institution Name]