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**Date:** [Current Date]

**Applicant Name:** [Applicant Name]

**Application Number:** [Loan/Reference Number]

**Subject: CONDITIONAL APPROVAL - Pending IRS Form 4506-C Tax Transcript**

Dear [Applicant Name],

We are pleased to inform you that your application for [Type of Loan/Account] has been **Conditionally Approved**. This approval is subject to the successful retrieval and verification of your federal tax transcripts from the Internal Revenue Service (IRS).

As part of our final verification process, we have submitted **IRS Form 4506-C (IVES Request for Transcript of Tax Return)** to the IRS. Your final approval is contingent upon the following:

- Successful processing of Form 4506-C by the IRS.
- Receipt of the requested tax transcripts for the years: [Tax Years].
- Verification that the income and tax data reported on your application aligns with the official IRS records.

**Current Status:** We are currently awaiting the return of these documents from the IRS. Typically, this process takes between [Number] and [Number] business days. No further action is required from you at this time unless the IRS rejects the form due to a signature or address mismatch.

Please note that any significant discrepancies between the provided application data and the IRS transcripts may result in a request for additional documentation or a change in the terms of your approval.

We will contact you immediately once the transcripts have been reviewed to finalize your application.

Sincerely,

[Officer Name/Department]

[Company Name]

[Contact Phone Number]