

[Lender Name]
[Lender Address]
[City, State, Zip Code]
[Date]

[Borrower Name]
[Borrower Address]
[City, State, Zip Code]

Re: Conditional Loan Approval for [Property Address]

Dear [Borrower Name],

We are pleased to inform you that your mortgage loan application for the property located at [Property Address] has been conditionally approved. This approval is based on our review of your creditworthiness and initial documentation.

Please be advised that final approval and the release of funds are subject to the satisfactory completion of the following property repairs as identified in the appraisal report dated [Date]:

- [Repair Item 1]
- [Repair Item 2]
- [Repair Item 3]

Requirements for Final Approval:

1. All repairs listed above must be completed by a licensed contractor (if applicable).
2. Paid invoices and receipts for all materials and labor must be submitted to the lender.
3. A final inspection (Form 1004D/Appraisal Update) must be performed by the appraiser to verify completion.
4. The property must meet all safety, soundness, and structural integrity standards following repairs.

Once these conditions have been met and verified, we will proceed with the final loan commitment and schedule your closing date. Please note that this conditional approval is also subject to no material change in your financial condition prior to closing.

If you have any questions regarding these requirements, please contact your loan officer at [Phone Number] or [Email].

Sincerely,

[Name of Loan Officer]
[Title]
[Lending Institution]