

Date: [Insert Date]

To: [Borrower Name]

Property Address: [Insert Property Address]

Subject: Final Approval Pending Satisfactory Property Repairs

Dear [Borrower Name],

We are pleased to inform you that your mortgage application has received conditional final approval. However, this approval is subject to the satisfactory completion of the following property repairs identified during the inspection/appraisal process:

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

To move forward with the final loan commitment and scheduling your closing, the following steps must be completed:

1. Completion of Repairs: All items listed above must be repaired in a professional manner.
2. Final Inspection: Once the work is finished, a final inspection or re-certification by an appraiser will be required to verify completion.
3. Documentation: Please provide paid receipts and/or invoices for the work performed.

Once the inspection report confirms the repairs meet the required standards, we will issue the formal clear-to-close.

If you have any questions regarding these requirements, please contact your loan officer immediately.

Sincerely,

[Your Name/Company Name]

[Contact Information]