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

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

RE: Conditional Approval - Construction-to-Permanent Loan
Loan Number: [Loan Number]
Property Address: [Property Address/Legal Description]

Dear [Borrower Name],

We are pleased to inform you that your application for a Construction-to-Permanent mortgage loan has been conditionally approved based on the preliminary information provided. This approval is subject to the satisfaction of the conditions listed below prior to closing and the commencement of construction.

Loan Terms:

- **Loan Amount:** $[Amount]
- **Construction Term:** [Number] Months
- **Permanent Term:** [Number] Years
- **Interest Rate (Construction Phase):** [Rate]%
- **Loan-to-Value (LTV):** [Percentage]%

Outstanding Conditions for Final Approval:

- Final executed construction contract with [Builder Name].
- Review and approval of final plans, specifications, and line-item budget.
- Satisfactory certified appraisal reflecting "subject to completion" value.
- Signed Builder Risk Insurance policy and General Liability coverage.
- Verification of remaining down payment and closing cost funds.
- Verification of required cash reserves.
- Updated paystubs and bank statements within 30 days of closing.
- Clear Title Commitment and applicable permits/zoning approvals.

This conditional approval is not a commitment to lend. The final loan approval is subject to a satisfactory review of all requested documentation and no material change in your financial condition or credit standing. This offer expires on [Expiration Date].

Please contact your Loan Officer at [Phone Number] or [Email] to proceed with the next steps.

Sincerely,

[Loan Officer Name]
[Title]
[Lender Name]