

**Date:** [Insert Date]

**Borrower Name:** [Insert Borrower Name]

**Loan Number:** [Insert Loan Number]

**Property Address:** [Insert Property Address]

**SUBJECT: FINAL NOTICE OF CONDITIONAL LOAN APPROVAL EXPIRATION**

Dear [Insert Borrower Name],

This letter serves as a final notice regarding your conditional loan approval for the above-referenced property. Our records indicate that the commitment period for your loan is scheduled to expire on **[Insert Expiration Date]**.

To date, the following outstanding conditions have not been met:

- [Insert Missing Document/Condition 1]
- [Insert Missing Document/Condition 2]
- [Insert Missing Document/Condition 3]

Please be advised that if these conditions are not satisfied and the loan is not closed by the expiration date mentioned above, your conditional approval will be voided. Should you wish to proceed after that date, you may be required to submit a new application, provide updated financial documentation, and your interest rate may be subject to change based on current market conditions.

If you have already submitted these documents or have questions regarding your file, please contact your Loan Officer immediately at [Insert Phone Number] or [Insert Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Insert Name/Signature]

[Insert Title]

[Insert Lending Institution Name]