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

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

Re: Approval of Subordination Request for Loan Number: [Existing Loan Number]

Dear [Borrower Name],

We are pleased to inform you that [Lender Name] has approved your request for a subordination agreement regarding the property located at [Property Address].

Based on the documentation provided, [Lender Name] agrees to subordinate its existing [Home Equity Line of Credit/Junior Lien] to the new primary mortgage being issued by [New Senior Lender Name] in an amount not to exceed $[New Loan Amount].

This approval is subject to the following conditions:

- The new first mortgage must be a fixed-rate or standard adjustable-rate mortgage.
- The loan-to-value (LTV) ratio must not exceed [Percentage]%.
- Payment of a subordination processing fee in the amount of $[Amount].
- Receipt of the final recorded Subordination Agreement by our office.

Please have your closing agent or title company forward the final subordination documents to our legal department at the address listed above for formal execution.

If you have any questions, please contact our Subordination Department at [Phone Number].

Sincerely,

[Authorized Signature]
[Printed Name]
[Title]
[Lender Name]