

[Lender Name]
[Lender Address]
[City, State, Zip Code]
[Phone Number]

[Date]

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

RE: Conditional Loan Approval

Loan Number: [Loan Number]
Property Address: [Property Address]

Dear [Borrower Name],

We are pleased to inform you that your mortgage loan application has been conditionally approved. Final approval and funding are subject to the receipt and review of the following outstanding insurance requirements:

- **Hazard Insurance:** A valid homeowner's insurance policy providing coverage for the replacement cost of the structure, listing [Lender Name] as the loss payee/mortgagee.
- **Flood Insurance:** As the subject property is located in a Special Flood Hazard Area (SFHA), a flood insurance policy meeting federal requirements and naming [Lender Name] as the loss payee/mortgagee is required.

Please provide the insurance binders or declarations pages to your loan officer at your earliest convenience. The policies must be effective on or before the scheduled closing date.

Please note that this letter is not a final commitment to lend. All conditions must be satisfied, and no adverse changes to your financial status must occur prior to closing.

If you have any questions regarding these requirements, please contact us at [Phone Number].

Sincerely,

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