

[Date]

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

RE: Approval of Down Payment Assistance Provider

Dear [Applicant Name],

We are pleased to inform you that **[Provider Name]** has been officially approved as a Down Payment Assistance (DPA) provider for your mortgage application with [Lending Institution Name].

Based on our review of the program guidelines and documentation provided, the following assistance has been authorized:

- **Program Name:** [Name of DPA Program]
- **Assistance Amount:** \$[Amount]
- **Type of Funds:** [Grant / Forgivable Loan / Deferred Loan]

This approval is subject to the following conditions:

1. The property must meet all specific program eligibility requirements.
2. Final loan underwriting approval must be maintained.
3. All DPA funds must be documented and wired to the closing agent at least 24 hours prior to loan consummation.

Please coordinate with your Loan Officer and the DPA provider to ensure all final documents are signed and submitted for the closing process. If you have any questions, please contact our mortgage department at [Phone Number].

Sincerely,

[Name of Representative]

[Title]

[Lending Institution Name]