

[Date]

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

RE: Letter of Commitment for Down Payment Assistance

Dear [Applicant Name],

We are pleased to inform you that [Organization Name] has approved your application for a down payment assistance grant in the amount of \$[Amount].

This commitment is subject to the following terms and conditions:

- **Property Address:** [Property Address or "To Be Determined"]
- **Expiration Date:** This commitment is valid until [Expiration Date].
- **Closing Requirements:** Funds will be wired directly to the closing agent/title company upon receipt of a final Closing Disclosure approved by the primary lender.
- **Occupancy:** The recipient must occupy the property as their primary residence.
- **Documentation:** Final approval is contingent upon the verification of all financial information and a fully executed purchase agreement.

Please present this letter to your mortgage lender and real estate agent as proof of secured funds for your down payment and/or closing costs.

If you have any questions, please contact our office at [Phone Number] or [Email Address].

Congratulations on this step toward homeownership.

Sincerely,

[Signature]

[Name of Authorized Representative]

[Title]

[Organization Name]