

[Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

Re: Loan Number: [Loan Number]

Dear [Borrower Name],

This letter serves as formal confirmation that your mortgage interest rate status has been converted from **Floating** to **Locked**.

The details of your rate lock are as follows:

- **Interest Rate:** [Rate]%
- **Lock Date:** [Date of Lock]
- **Expiration Date:** [Lock Expiration Date]
- **Loan Program:** [Program Name]
- **Loan Term:** [Number of Years]

By locking your rate, you are protected from market fluctuations during the specified lock period. Please ensure that all necessary documentation is submitted and your loan is ready to close on or before the expiration date listed above. If the loan does not close by the expiration date, the locked rate may expire, and a lock extension fee may apply.

If you have any questions regarding this conversion or the next steps in your loan process, please contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Loan Officer Name]

[Company Name]