

**Date:** [Date]

**Applicant Name:** [Applicant Name]

**Address:** [Applicant Address]

**City, State, Zip:** [City, State, Zip]

**Subject: Notice of Action Taken on Mortgage Loan Application**

Dear [Applicant Name],

Thank you for your recent application for a residential mortgage loan. We have completed our review of your application and regret to inform you that we are unable to approve your request at this time.

**Description of Action Taken:** Denial of Credit Application

**Principal Reason(s) for Credit Denial:**

- Insufficient credit file (Thin credit)
- Lack of established credit history

**Disclosure of Use of Information Obtained from an Outside Source:**

Our decision was based in whole or in part on information obtained in a report from the consumer reporting agency listed below:

**Agency Name:** [Credit Bureau Name (e.g., Equifax/Experian/TransUnion)]

**Address:** [Agency Address]

**Telephone Number:** [Agency Phone Number]

Under the Fair Credit Reporting Act, you have the right to know the information contained in your credit file at the consumer reporting agency. You also have the right to a free copy of your report from that agency, if you request it no later than 60 days after you receive this notice. In addition, if you find that any information contained in the report is inaccurate or incomplete, you have the right to dispute the matter with the reporting agency. The reporting agency played no part in our decision and is unable to supply specific reasons why we have denied your credit.

**Credit Score Disclosure:**

We also obtained your credit score from this consumer reporting agency and used it in making our credit decision. Your credit score is a number that reflects the information in your credit report. Your credit score can change, depending on how the information in your report changes.

- **Your Credit Score:** [Score]
- **Date of Score:** [Date]
- **Scores range from a low of** [Low Score] **to a high of** [High Score]

**ECOA Notice:**

The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract); because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act. The Federal agency that administers compliance with this law concerning this creditor is [Name of Regulatory Agency, Address].

Sincerely,

[Lender Name]

[Lender Address]

[Lender Phone Number]