

[Date]

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

Subject: Regarding your application for a Home Equity Line of Credit (HELOC)

Dear [Applicant Name],

Thank you for your interest in a Home Equity Line of Credit with [Financial Institution Name]. We have carefully reviewed your application and the supporting documentation provided.

Regrettably, we are unable to approve your request at this time. Our decision was based, in whole or in part, on information obtained in a report from the consumer reporting agency listed below:

[Credit Reporting Agency Name]  
[Agency Address]  
[Agency Phone Number]

The specific reason(s) for our decision regarding your credit score include:

- [Reason 1, e.g., Credit score is below the minimum required for this product]
- [Reason 2, e.g., Insufficient credit history]
- [Reason 3, e.g., High utilization of existing credit lines]

Your credit score as of [Date] was: [Insert Score].

Please note that the consumer reporting agency played no part in our decision and is unable to supply specific reasons why we have denied your credit. Under the Fair Credit Reporting Act, you have the right to obtain a free copy of your credit report from the agency listed above if you request it within 60 days of receiving this notice. You also have the right to dispute the accuracy or completeness of any information in the report.

Thank you for the opportunity to consider your application. We wish you the best in your future financial endeavors.

Sincerely,

[Name of Loan Officer/Representative]  
[Title]  
[Financial Institution Name]