

Date: [Date]

To:

[Applicant Name]

[Applicant Address]

[City, State, Zip Code]

Subject: Notice of Action Taken Regarding Your Loan Application

Dear [Applicant Name],

Thank you for your recent application for a [Loan Type, e.g., Mortgage/Refinance] regarding the property located at [Property Address]. We regret to inform you that we are unable to approve your request at this time for the following reason(s):

- **Value or type of collateral not sufficient:** The appraised value of the property is lower than required to meet the terms of the requested loan.

Our decision was based in whole or in part on information contained in an appraisal report or other property valuation performed by:

[Name of Appraisal Company/Provider]

[Address of Company]

[Phone Number]

You have a right to receive a copy of the appraisal report or valuation used in connection with your application. If you have not already received a copy, you may request one by contacting us at the address provided below.

Equal Credit Opportunity Act 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 Federal Regulatory Agency]

[Agency Address]

If you have any questions regarding this notice, please contact us at:

[Lender Name]

[Lender Address]

[Lender Phone Number]

Sincerely,

[Name of Loan Officer/Representative]

[Title]