

Date: [Date]

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

Subject: Notice of Action Taken Regarding Your Loan Application

Dear [Applicant Name],

Thank you for choosing [Lender Name] for your mortgage needs. We have completed the review of your application for a mortgage loan for the property located at [Property Address].

Regrettably, we are unable to approve your loan application at this time for the following reason(s):

Low Property Appraisal: The appraised value of the property is lower than the purchase price or the amount required to meet our loan-to-value requirements. Specifically, the property appraised for \$[Appraisal Amount], which does not support the requested loan amount of \$[Requested Amount].

Our decision was based in whole or in part on information contained in an appraisal report. You have a right to receive a copy of this appraisal report, which we have enclosed with this letter (or will provide to you separately).

If you have any questions regarding this decision, or if you wish to discuss potential options such as a larger down payment or a formal appeal of the appraisal, please contact your Loan Officer, [Officer Name], at [Phone Number].

Thank you for the opportunity to consider your application.

Sincerely,

[Sender Name]
[Sender Title]
[Lender Name]

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, or because all or part of the applicant's income derives from any public assistance program.