

[Date]

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

Subject: Notice of Action Taken - Mortgage Assumption Application

Dear [Applicant Name],

Thank you for your recent application to assume the mortgage loan for the property located at [Property Address]. We have completed our review of your request.

We regret to inform you that your application for mortgage assumption has been denied for the following reason(s):

- Unsatisfactory payment history with previous or current creditors.
- [Optional: Specific detail regarding late payments or delinquencies].

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

[Name of Credit Bureau]  
[Address of Credit Bureau]  
[Telephone Number of Credit Bureau]

Please note that the consumer reporting agency did not make the decision to deny your application and is unable to provide you with the specific reasons why the decision was made.

You have a right under the Fair Credit Reporting Act to obtain a free copy of your credit report from the agency listed above if you request it within 60 days of receipt of this notice. You also have the right to dispute the accuracy or completeness of any information in the report directly with the consumer reporting agency.

If you have any questions regarding this letter, please contact our mortgage department at [Phone Number].

Sincerely,

[Name of Loan Officer/Underwriter]  
[Financial Institution 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 (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 and Address of Regulatory Agency].