

Subject: Welcome - Your Mortgage Application for [Property Address/Application ID]

Dear [Applicant Name],

Thank you for choosing [Company Name] for your mortgage needs. We have successfully received your initial application, and we are excited to help you through the home financing process.

Your application is currently being assigned to a dedicated Loan Officer. They will review your information and contact you shortly to discuss the next steps.

**Next Steps:**

- Review of your initial credit and financial profile.
- Request for supporting documentation (such as pay stubs, tax returns, and bank statements).
- Formal pre-approval or conditional loan commitment.

In the meantime, please begin gathering your financial records to ensure a smooth and timely process.

If you have any immediate questions, please feel free to reply to this email or call us at [Phone Number].

Best regards,

[Your Name/Department Name]

[Company Name]

[Website URL]