

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Mortgage Lender's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Mortgage Lender's Name],

I hope this letter finds you well. I am writing to express my interest in obtaining a mortgage through [Company Name] and to provide some information that may assist you in the application process.

[Briefly introduce yourself and your situation. For example: I am a first-time homebuyer looking to purchase a property in [Location] and I have been researching mortgage options that would best suit my financial situation.]

I am particularly interested in [specific type of mortgage, e.g., fixed-rate mortgage, FHA loan, etc.] and would appreciate any information you could provide regarding rates, terms, and eligibility requirements.

Additionally, I am keen to know about the documents needed for the application process and any pre-approval options that may be available.

Thank you for your time and assistance. I look forward to your response.

Sincerely,

[Your Name]