

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Your Email Address]
[Your Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Bank/Institution Name]
[Bank/Institution Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: FHA Loan Approval Letter

We are pleased to inform you that your application for an FHA loan has been approved. Below are the details of your approval:

- **Loan Amount:** \$[Loan Amount]
- **Property Address:** [Property Address]
- **Loan Term:** [Loan Term]
- **Interest Rate:** [Interest Rate]%
- **Closing Date:** [Estimated Closing Date]

Please note that this approval is contingent upon the completion of all required documents and conditions. We kindly ask you to provide the following items:

- [List any required items or conditions here]

Once we receive the requested items and finalize any outstanding conditions, we will proceed to the closing process.

Thank you for choosing [Bank/Institution Name]. We look forward to working with you throughout the loan process.

Sincerely,

[Your Name]
[Your Title]
[Bank/Institution Name]
[Contact Information]