

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Loan Officer's Name]
[Bank's Name]
[Bank's Address]
[City, State, Zip Code]

Dear [Recipient Name/Loan Officer's Name],

Subject: FHA Loan Approval Correspondence

I am writing to formally address the status of my FHA loan application submitted on [application date]. After thorough preparation and submission of all required documents, I am eager to hear about the current status of my application.

Please let me know if there are any additional documents or information required from my side to facilitate the approval process. I appreciate your attention to this matter and look forward to your timely response. Thank you for your assistance.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]