

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

[Recipient's Name]
[Loan Officer's Title]
[Bank/Institution Name]
[Bank/Institution Address]
[City, State, Zip Code]

Subject: FHA Loan Approval Notification

Dear [Recipient's Name],

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

- **Loan Amount:** \$[Amount]
- **Interest Rate:** [Rate]%
- **Loan Term:** [Term] years
- **Property Address:** [Property Address]
- **Loan Number:** [Loan Number]

This approval is contingent upon the following conditions:

1. Verification of employment and income.
2. Completion of the home appraisal process.
3. Receipt of title insurance.
4. Any other necessary documentation.

Please review the terms and conditions carefully. If you have any questions, feel free to contact me at [Phone Number] or [Email Address].
Congratulations on taking this important step towards homeownership!

Sincerely,

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