

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

Dear [Loan Officer's Name],

Subject: FHA Mortgage Application Approval Request

I hope this letter finds you well. I am writing to formally request the approval for my FHA mortgage application, submitted on [submission date]. My application includes [briefly mention your personal and financial situation, such as income, employment, credit score, etc.]. I am eager to become a homeowner and truly believe that this property at [property address] is the right fit for me.

I have included additional documentation to support my application, including [list any extra documents you've attached, such as income statements, letters of explanation, etc.].

Thank you for your consideration. I look forward to your positive response.

Sincerely,
[Your Name]