

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

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

Dear [Loan Officer's Name],  
Subject: FHA Loan Application

I am writing to formally submit my application for an FHA loan to purchase a home. I am excited about the opportunity to become a homeowner and believe that this loan will assist me in achieving that goal.

The details of my application are as follows:

- **Loan Amount Requested**: [Insert amount]
- **Property Address**: [Insert property address]
- **Proposed Closing Date**: [Insert date]

I have attached all necessary documentation, including my credit report, proof of income, bank statements, and other required information for your review. If you require any additional information or further documentation, please feel free to reach out to me at your earliest convenience.

Thank you for considering my application. I look forward to your prompt response.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]