

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Department/Office Name]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Request for FHA Loan Forgiveness Appeal

I hope this letter finds you well. I am writing to formally appeal the decision regarding my request for forgiveness of the FHA loan associated with [Loan Number]. I respectfully request a review of my case, as I believe there are significant factors that warrant reconsideration.

[Briefly explain your situation and why you believe your loan should be forgiven, including any financial hardships, extenuating circumstances, or supporting evidence.]

I have attached all relevant documentation to support my appeal, including [list documents such as financial statements, employment letters, medical records, etc.]. I sincerely hope that upon reviewing my case, you will consider my request for loan forgiveness.

Thank you for taking the time to review my appeal. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your FHA Loan Account Number]