

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

Subject: FHA Loan Documentation

Dear [Loan Officer's Name],

I am writing to provide the necessary documentation required for my FHA loan application. Below is a list of the enclosed documents:

1. ****Completed Loan Application (Form 1003)****
2. ****Proof of Income**** - Recent pay stubs, W-2 forms for the last two years, and tax returns.
3. ****Bank Statements**** - Last two months of all bank account statements.
4. ****Credit Report Authorization**** - Signed consent form for credit check.
5. ****Employment Verification**** - Letter from my employer confirming employment status.
6. ****Identification**** - Copy of my government-issued ID.
7. ****Property Documentation**** - Purchase agreement and property listing details.

Please let me know if you require any additional information or documents. I appreciate your assistance in this process and look forward to your prompt response.

Thank you for your attention to my loan application.

Sincerely,
[Your Name]