

Date: [Current Date]

Loan Number: [Loan Number]

Property Address: [Property Address]

NOTICE OF CLEAR TO CLOSE

Dear [Borrower Name(s)],

Congratulations! We are pleased to inform you that your mortgage loan application has received final underwriting approval and is now **Clear to Close**.

All prior conditions have been satisfied. Our closing department is now coordinating with the title company/closing attorney to finalize your closing documents and the Closing Disclosure (CD).

Next Steps:

- **Review your Closing Disclosure:** You will receive this document shortly. You must acknowledge receipt at least three business days before your scheduled signing.
- **Confirm Closing Date and Time:** Your Loan Officer or Processor will contact you to confirm the final appointment details.
- **Final Funds:** You will be notified of the exact amount required for closing. These funds must be sent via wire transfer or a certified cashier's check.
- **Identification:** Please bring a valid government-issued photo ID to your closing appointment.

Please Note: Do not make any large purchases, apply for new credit, or change your employment status before the loan is funded, as this could impact final funding.

If you have any questions, please contact your Loan Officer at [Phone Number] or [Email Address].

Sincerely,

[Lender Name]

[Closing Department/Loan Officer Name]

[NMLS Number]