

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

[Date]

[Loan Officer Name]
[Lender/Company Name]
[Company Address]
[City, State, Zip Code]

RE: Notice of Intent to Proceed
Application Number: [Your Loan Application Number]
Property Address: [Subject Property Address]

Dear [Loan Officer Name],

I am writing to formally notify you of my intent to proceed with the mortgage application for the property located at the address mentioned above.

I have received and reviewed the Loan Estimate dated [Date of Loan Estimate]. I agree to the terms and conditions outlined in the document and wish to move forward with the loan process.

Please let me know the next steps required and any additional documentation you may need to complete the underwriting process.

Sincerely,

[Your Signature]

[Your Printed Name]