

[Your Name/Company Name]

[Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Lender/Bank Name]

[Mortgage Department]

[Address]

[City, State, Zip Code]

RE: Mortgage Documentation Support for [Applicant Name]

Loan Application Number: [Application Number]

To Whom It May Concern,

I am writing this letter to provide additional documentation and clarification regarding the mortgage application for [Applicant Name].

As [Relationship to Applicant, e.g., Employer, Accountant, or Donor], I am providing the following information to support the financial verification process:

- [Description of Document 1, e.g., Employment Verification]
- [Description of Document 2, e.g., Gift Letter for Down Payment]
- [Description of Document 3, e.g., Explanation of Recent Large Deposit]

[Optional: Provide a brief explanation of any specific circumstances or anomalies in the financial records here.]

I confirm that the information provided is true and accurate to the best of my knowledge. If you require any further information or have additional questions, please feel free to contact me directly at [Phone Number].

Sincerely,

[Signature]

[Printed Name]

[Title/Position]