

Date: [Insert Date]

To: [Borrower Name]

Property Address: [Insert Full Property Address]

Loan Number: [Insert Loan Number]

RE: NOTICE OF SHORT SALE DENIAL AND FILE STATUS UPDATE

Dear [Borrower Name/Authorized Representative],

This letter serves as formal notification regarding the short sale request submitted for the property referenced above. After a thorough review of the file and the submitted documentation, the request for a short sale has been **denied** at this time.

The denial is based on the following reason(s):

- [Insert Reason, e.g., Purchase offer below fair market value]
- [Insert Reason, e.g., Incomplete financial documentation]
- [Insert Reason, e.g., Investor/Mortgage Insurer guidelines not met]

Current Status: Your file has been closed. As a result, the account will proceed to the next stage of the loss mitigation or foreclosure process, subject to state law and investor guidelines.

Next Steps:

- You may submit a new offer for consideration if the primary reason for denial was the offer price.
- If you disagree with this decision, you have the right to appeal by submitting a written request within [Insert Number] days.
- You are encouraged to contact our Loss Mitigation Department to discuss other available options, such as a Deed-in-Lieu of Foreclosure or a Loan Modification.

Should you have any questions regarding this notice, please contact our Short Sale Department at [Insert Phone Number] between the hours of [Insert Hours of Operation].

Sincerely,

[Name of Representative/Department]

[Bank Name]

[Contact Information]