

Subject: Friendly Reminder: Mortgage Prequalification Letter

Dear [Client Name],

I hope you are having a great week.

As we prepare to begin your home search, I wanted to send a gentle reminder regarding your mortgage prequalification letter. Having this document ready is a crucial first step, as it allows us to view properties within your budget and ensures we can submit a strong offer immediately when you find a home you love.

If you have already started the process with a lender, please let me know if you have received the letter or if you need any assistance in coordinating with them. If you haven't chosen a lender yet, I would be happy to provide a few local recommendations to help you get started.

Please feel free to reach out if you have any questions or if there is anything I can do to assist.

Best regards,

[Your Name]

[Your Title]

[Your Phone Number]

[Your Email]