

Mortgage Prequalification Request

To: [Loan Officer Name]

Financial Institution: [Bank/Lender Name]

Date: [Current Date]

Dear [Loan Officer Name],

I am writing to formally request a mortgage prequalification letter to assist in my current home search. I am looking to fast-track this process and have prepared the necessary documentation for your review.

Proposed Loan Details:

- Target Purchase Price: \$[Amount]
- Down Payment Amount: \$[Amount]
- Desired Loan Type: [e.g., 30-Year Fixed, FHA, VA]

Attached Documentation for Expedited Processing:

- Proof of Income: [Recent pay stubs and last two years of W-2s]
- Tax Returns: [Last two years of federal filings]
- Asset Statements: [Last two months of bank and investment statements]
- Identification: [Copy of Driver's License or Passport]
- Authorization: [Signed credit report authorization form]

My credit score is approximately [Your Score], and I have a stable employment history with [Current Employer].

Please let me know if you require any additional information to issue the prequalification letter by [Date/Time]. I am available via phone at [Phone Number] or email at [Email Address] to discuss this further.

Thank you for your prompt assistance.

Sincerely,

[Your Full Name]

[Your Current Address]