

Mortgage Eligibility Request

Date: [Insert Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a mortgage eligibility assessment as a first-time homebuyer. My name is [Your Full Name], and my contact information is as follows:

- Email: [Your Email]
- Phone: [Your Phone Number]

My spouse/partner [Spouse/Partner's Name, if applicable] and I are interested in purchasing our first home. We have been researching different financing options and found your organization highly recommended for first-time buyers.

To assist with the eligibility assessment, I am providing the following information:

- Current Employment: [Your Employer's Name and Position]
- Annual Income: [Your Annual Income]
- Credit Score: [Your Credit Score]
- Savings: [Amount of Savings for Down Payment]

We would appreciate your guidance on the mortgage products available to us and any specific documentation that you require to proceed with our application.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Full Name]