

# Contractor Mortgage Draw Request

Date: [Insert Date]

To: [Lender's Name]

[Lender's Address]

[City, State, Zip]

Re: Draw Request for [Project Name/Property Address]

Dear [Lender's Name],

I am writing to formally request a draw from the mortgage account for the renovation project located at [Property Address]. This request is in accordance with our agreement and the project timeline provided.

As of this date, we have completed the following work:

- [Description of completed work item 1]
- [Description of completed work item 2]
- [Description of completed work item 3]

The total amount requested for this draw is \$[Amount Requested]. Attached are the necessary documentation, including invoices and photographs of the work completed, as required.

Please let us know if you require any additional information or documentation to process this request. We appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]