

# Construction Loan Draw Exception Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Company]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request an exception for the next draw on my construction loan (Loan Number: [Insert Loan Number]) for the project located at [Property Address]. Due to [brief explanation of reason for request, e.g., delays in construction, unforeseen expenses], we are seeking a draw in the amount of [Insert Amount] outside of the regular draw schedule.

Please find attached the necessary documentation supporting our request, including [list any attached documents such as invoices, progress reports, etc.]. I appreciate your understanding and prompt attention to this matter.

Thank you for considering this exception. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title, if applicable]

[Your Company Name, if applicable]