

Request for Down Payment Assistance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request assistance regarding eligibility for down payment support. I am currently in the process of purchasing a home and have encountered challenges in securing the necessary down payment funds.

As a first-time homebuyer, I am committed to maintaining a stable living environment for myself and my family. However, the financial burden of the down payment has proven to be a significant obstacle. I believe that your organization could provide the guidance and assistance needed to help me navigate this process.

Attached, you will find the required documentation to support my request, including my financial statements and proof of employment. I would greatly appreciate the opportunity to discuss my situation further and explore potential assistance programs or resources available.

Thank you for considering my request. I look forward to the possibility of working together to achieve my goal of homeownership.

Sincerely,

[Your Name]