

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Loan Officer's Name]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Loan Officer's Name],

I hope this message finds you well. I am writing to seek clarification regarding my recent application for a government loan submitted on [submission date]. I would appreciate your assistance with the following queries:

1. [Specific Question 1]
2. [Specific Question 2]
3. [Specific Question 3]

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

Sincerely,

[Your Name]