

Provisional / Conditional Template

Subject: Provisional Gift Letter for Down Payment

Dear [Mortgage Officer Name],

I, [Donor Name], intend to gift [Recipient Name] an amount of [Gift Amount] for use as a down payment on [Property Address]. The funds are scheduled to be transferred by [Expected Transfer Date].

This gift will not require repayment and is given voluntarily. Please note that this letter is provisional and final confirmation will follow once the funds have been transferred.

Thank you for your understanding.

Sincerely,

[Donor Name]

[Contact Information]

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