

Short Sale Approval Letter

Dear [Name],

Thank you for submitting your request for a short sale on your property at [Property Address]. After careful review of your financial information and the current market conditions, we are pleased to inform you that your request has been approved.

As a result, we will be accepting a short payoff of [insert dollar amount], which will satisfy the outstanding balance on your mortgage. It is important to note that this amount is subject to change if there are any additional fees or costs incurred during the process.

We understand that this has been a difficult time for you, and we appreciate your cooperation throughout the short sale process. Our team will work closely with you and your real estate agent to ensure a smooth and timely closing.

If you have any questions or concerns, please do not hesitate to contact us. We are here to support you and make this process as stress-free as possible.

Thank you for choosing [Lender Name] as your mortgage lender.

Sincerely,

[Your Lender's Name]