

Hello <Salutation>,

We are grateful for this opportunity to serve you!

You will find the information that we discussed available at <MY:Web Site>. This pre-qualification information will significantly reduce the time and the amount of paperwork that you would otherwise be exposed to. This information also helps me give you the best advice possible and allows me to discuss loan terms more accurately.

We will confirm receipt of your information and schedule a prompt follow-up call to discuss your financing.

Please call with any questions: <MY:b-Office Ph>

Have a great day,

<MY:Salutation>

<MY:Contact>

<MY:b-Title>

<MY:Company>

<MY:Mailing Address>

<MY:Mailing City>, <MY:Mailing State> <MY:Mailing Zip>

Phone: <MY:b-Office Ph>

Toll Free: <MY:b-Other Ph>

Fax: <MY:b-Office Fax>

Web: <MY:Web Site>

“We are what we repeatedly do. Excellence then, is not an act but a habit.”

-Aristotle