

# GIFT LETTER

I/We \_\_\_\_\_, Donor's Name(s)  
of \_\_\_\_\_, Donor's Address  
Do hereby certify that I/we have given or will give a gift of \$ \_\_\_\_\_,  
to my/our \_\_\_\_\_, to be applied toward the purchase of the property  
located at \_\_\_\_\_, Property Address  
I/We further certify that there is not repayment expected or implied on this gift, either in the form of cash or further  
services from \_\_\_\_\_, Recipient(s)

I/We finally certify that the gift funds were not received or made available from any person or entity with an interest in the sale of the subject property including the seller, real estate agent, broker, builder, loan officer or any entity associated with them.

This gift was given on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Donor's Bank \_\_\_\_\_

Address \_\_\_\_\_

Account # \_\_\_\_\_

\_\_\_\_\_  
Donor's Signature Phone # \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_  
Donor's Signature

I/We understand that no repayment is expected or implied with this gift.

\_\_\_\_\_  
Recipient's Signature Phone # \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_  
Recipient's Signature

- The lender must document the transfer of the funds from the Donor(s) to the Recipient(s) by a combination of a, b, c, d or e:
  - Cancelled check or withdrawal document for the amount of the gift showing the funds came from the Donor's personal account (not required on VA or loans).
  - Bank statement showing withdrawal from the Donor's account for certified checks given at closing (not required on VA or Conventional loans).
  - Deposit slip or bank statement that shows the deposit from Recipient.
  - Copy of certified check given at closing.
  - Copy of cashier's check, money order, official check, or any other type of bank check given at closing.
- If the gift funds are in the Recipient's account, then a and c are required.
- If the transfer of the gift funds is by certified check made on the Donor's account at closing, the b and d are required.
- If the Donor(s) purchased a cashier's check, money order, official check or any other type of bank check as a means of transferring the gift funds provided at closing, then a and e are required.
- If the Donor(s) borrowed the gift funds and thus cannot provide the documentation from his or her bank or other savings account, the Donor(s) must provide evidence that those funds were borrowed from an acceptable source, i.e., not from a party to the transaction including the mortgage lender.
- "Cash on hand" is not an acceptable source of Donor's gift funds.