Date:

Name of the institution

Subject: **an explanation for mortgage**

To whom it may concern.

I am writing this letter to explain a few details that I did not mention in the application letter for a mortgage. My current net income is 8000$, however, my credit report shows that there has been a decline in my income last year.

I want to clear that income was on the wane due to Covid-19. The unprecedented circumstances have damaged my finances badly. However, I managed to stand on my feet again and within one year, my net income rose to 8000$. I am expected to earn more when the natural life activities restore once the vaccination process is over.

I hope that I have cleared my position well and answered your query to satisfy you. If you have any query regarding the information provided in the letter or if you think there is still something missing in my application letter, please let me know.

Regards,

[Your Name]  
[Company Name]