DATE: [Insert Date]

TO:
[Borrower Name]
[Property Address]
[City, State, Zip Code]

RE: NOTICE OF INTENT TO FORECLOSE AND LEGAL ACTION

Loan Account Number: [Insert Account Number]
Property Address: [Insert Property Address]

Dear [Borrower Name],

This letter serves as formal notice that your mortgage loan is in default due to non-payment. As of [Insert Date], your account is delinquent in the amount of $[Insert Total Amount Due], which includes principal, interest, late fees, and costs.

Despite previous requests for payment, the default has not been cured. Consequently, [Lender Name] has elected to initiate formal legal proceedings to foreclose on the property mentioned above.

URGENT ACTION REQUIRED:

To prevent the filing of a foreclosure lawsuit or the scheduling of a foreclosure sale, you must pay the full reinstatement amount of $[Insert Amount] no later than [Insert Deadline Date]. Payment must be made via certified funds (cashier's check or money order) and delivered to the address listed below.

LEGAL CONSEQUENCES:

- A foreclosure lawsuit may be filed against you in court.
- The property may be sold at a public auction.
- You may be held liable for a deficiency judgment if the sale proceeds do not cover the debt.
- Your credit score will be significantly impacted.
- You will be responsible for all legal fees and court costs incurred by the lender.

If you are unable to pay the full amount, you should contact our Loss Mitigation Department immediately at [Insert Phone Number] to discuss potential alternatives, such as a loan modification, short sale, or deed-in-lieu of foreclosure. However, please be advised that the legal process will continue until a formal agreement is reached and signed.

This is an attempt to collect a debt, and any information obtained will be used for that purpose.

Sincerely,

[Your Name/Authorized Representative]
[Lender/Law Firm Name]
[Contact Phone Number]
[Mailing Address]