

NOTICE OF SERVICING TRANSFER

Date: [Insert Date]

Borrower(s): [Insert Name of Borrower 1] and [Insert Name of Borrower 2]

Property Address: [Insert Property Address]

Loan Number: [Insert Loan Number]

Subject: Notice of Transfer of Servicing Rights

Dear [Borrower Names],

You are hereby notified that the servicing of your mortgage loan is being transferred from [Current Servicer Name] to [New Servicer Name], effective [Effective Date of Transfer].

What this means for you:

[Current Servicer Name] will stop accepting payments from you after [Date]. [New Servicer Name] will begin accepting payments from you on [Date].

New Servicer Contact Information:

Name: [New Servicer Name]

Address: [New Servicer Payment Address]

Phone Number: [New Servicer Customer Service Phone]

Website: [New Servicer Website]

Current Servicer Contact Information:

Name: [Current Servicer Name]

Phone Number: [Current Servicer Customer Service Phone]

Important Payment Instructions:

Send all payments due on or after [Effective Date] to [New Servicer Name] at the address listed above. If you use an online bill pay service through your bank, please update the payee information and account number to reflect the new servicer details.

Note regarding your credit:

Under federal law, during the 60-day period following the effective date of the transfer, a loan payment received by your old servicer before its due date cannot be treated as late by the new servicer, and no late fee may be imposed.

This transfer of servicing does not affect any term or condition of your mortgage instruments other than terms directly related to the servicing of your loan.

Sincerely,

[Authorized Representative Name]

[Current Servicer Name]

[Authorized Representative Name]

[New Servicer Name]