

DATE: [Current Date]

TO:

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

RE: NOTICE OF DEFAULT AND INTENT TO FORECLOSE

Loan Number: [Account Number]

Property Address: [Full Legal Address of Property]

Dear [Borrower Name],

This letter serves as formal notice that your mortgage loan is in default due to non-payment. As of [Date], your account is delinquent in the amount of \$[Total Amount Past Due].

This total amount includes the following:

- Past Due Principal and Interest: \$[Amount]
- Late Charges: \$[Amount]
- Other Fees (Inspections/Corporate Advances): \$[Amount]

Action Required to Prevent Foreclosure:

To cure this default, you must pay the total amount of \$[Total Amount Past Due] by no later than [Deadline Date]. Payment must be made via certified funds (cashier's check or money order) and delivered to the address listed below.

Consequences of Non-Payment:

If the full amount required to cure this default is not received by [Deadline Date], we will accelerate the maturity date of the Note and initiate formal foreclosure proceedings. Foreclosure may result in the loss of your property and could negatively impact your credit rating.

Loss Mitigation Options:

If you are experiencing financial hardship, programs may be available to help you avoid foreclosure. Please contact our Loss Mitigation Department immediately at [Phone Number] to discuss potential options such as a loan modification, forbearance, or short sale.

If you have already sent this payment, please disregard this notice.

Sincerely,

[Your Name/Company Name]
[Department Name]
[Phone Number]
[Payment Mailing Address]