

[Your Name/Company Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Date]

[Lienholder Name]
[Lienholder Address]
[City, State, Zip Code]

RE: NOTICE OF FORECLOSURE SALE

Property Address: [Property Address]
Borrower Name: [Borrower Name]
Loan/Account Number: [Account Number]

To Whom It May Concern,

Notice is hereby given to you as a lienholder of record for the above-referenced property. Please be advised that a foreclosure sale has been scheduled for the property as follows:

Date of Sale: [Date]
Time of Sale: [Time]
Location of Sale: [Exact Location/Address of Sale]

This sale is being conducted pursuant to the [Mortgage/Deed of Trust/Statute] recorded on [Date of Original Recording] in [County] records as [Document Number/Book and Page].

As a party with a recorded interest in the property, you are being notified of this action in accordance with applicable state laws and legal requirements. Your interest in the property may be extinguished by this foreclosure sale.

For any questions regarding the total amount required to satisfy the senior lien or for further information regarding the sale process, please contact [Name of Contact Person] at [Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]
[Title]