

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Lender Name]
[Lender Department]
[Lender Address]

RE: Notice of Sale Cancellation and Execution of Deed in Lieu of Foreclosure
Loan Number: [Your Loan Number]
Property Address: [Full Property Address]

To Whom It May Concern,

This letter serves as formal notification regarding the Deed in Lieu of Foreclosure agreement executed on [Date] between [Your Name] and [Lender Name] for the property located at the address referenced above.

As part of this agreement, it is my understanding that [Lender Name] has agreed to cancel any and all scheduled foreclosure sales associated with this property. Specifically, the foreclosure sale currently scheduled for [Date of Sale] at [Time of Sale] must be officially cancelled and removed from the public record.

Please confirm in writing that the following actions have been taken:

- The foreclosure sale scheduled for [Date of Sale] has been cancelled.
- All necessary documents have been filed with the county recorder's office to stop the foreclosure process.
- The Deed in Lieu of Foreclosure has been accepted and is being processed for recording.

I have attached copies of the signed Deed in Lieu of Foreclosure agreement for your immediate reference. Please provide a written confirmation of the sale cancellation by [Date].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

Enclosures: [List attached documents, e.g., Executed Deed in Lieu Agreement]