

**DATE:** [Current Date]

**SENT VIA:** [Certified Mail / Email / Process Server]

**TO:**

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

**RE: REINSTATEMENT QUOTE**

**Loan Number:** [Loan Number]

**Property Address:** [Property Address]

**Foreclosure Sale Date:** [Date, if scheduled]

Dear [Borrower Name/Representative],

Pursuant to your request, the following is the total amount required to reinstate the above-referenced commercial loan and stop the foreclosure proceedings. This quote is valid through **[Expiration Date]**.

Past Due Principal & Interest	[\$Amount]
Late Charges	[\$Amount]
Accrued Default Interest	[\$Amount]
Corporate Advances (Taxes/Insurance)	[\$Amount]
Legal Fees and Costs	[\$Amount]
Property Inspection/Appraisal Fees	[\$Amount]
Foreclosure Trustee Fees	[\$Amount]
<b>TOTAL REINSTATEMENT AMOUNT</b>	<b>[\$Total Amount]</b>

**PAYMENT INSTRUCTIONS:**

Payment must be made in **certified funds** (Cashier's Check or Wire Transfer). Personal checks will not be accepted.

**Wire Transfer Instructions:**

Bank Name: [Bank Name]

Routing Number: [Routing Number]

Account Number: [Account Number]

Reference: [Loan Number / Borrower Name]

If payment is not received by 5:00 PM on [Expiration Date], additional interest, fees, and costs will accrue, and this quote will become void. Please note that the acceptance of any amount less

than the total stated above will not stop the foreclosure process unless agreed to in writing by the Lender.

Sincerely,

[Your Name/Company Name]

[Title]

[Phone Number]

[Email Address]