

**DATE:** [Current Date]

**TO:**

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

**RE: Notice of Trustee Sale Reinstatement Quote**

Loan Number: [Loan Number]

Property Address: [Property Address]

Scheduled Sale Date: [Sale Date]

Dear [Borrower Name],

This letter is in response to your request for the amount required to reinstate your mortgage loan and stop the scheduled Trustee Sale. To bring your loan current and cancel the foreclosure proceedings, you must pay the total reinstatement amount listed below.

**REINSTATEMENT CALCULATION:**

- Past Due Monthly Payments: \$[Amount]
- Late Charges: \$[Amount]
- Foreclosure Fees and Costs: \$[Amount]
- Property Inspection/Property Preservations: \$[Amount]
- Other Fees: \$[Amount]
- **TOTAL REINSTATEMENT AMOUNT: \$[Total Amount]**

This reinstatement quote is valid through [Expiration Date]. After this date, additional interest, fees, and costs may accrue, and a new quote will be required.

**PAYMENT INSTRUCTIONS:**

Payment must be made in **certified funds** (Cashier's Check or Money Order) payable to [Trustee or Lender Name].

Please deliver payment to:  
[Trustee/Lender Name]  
[Payment Address]  
[City, State, Zip Code]

Payments must be received no later than [Time] on [Date] to ensure the Trustee Sale is cancelled.

If you have any questions, please contact our office at [Phone Number].

Sincerely,

[Name/Signature]

[Title]

[Company Name]