

[Bank Name]
[Department Name]
[Bank Address]
[City, State, Zip Code]

[Date]

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

RE: NOTICE OF SUBSTITUTE TRUSTEE APPOINTMENT

Loan Number: [Insert Loan Number]
Property Address: [Insert Legal Description/Address of Property]
Deed of Trust Date: [Insert Date]
Recording Information: [Insert Volume/Page or Instrument Number]

To [Borrower Name],

Please be advised that [Bank Name], the current legal owner and holder of the Note and Deed of Trust described above, has officially appointed a Substitute Trustee.

Under the powers granted in the original Deed of Trust, the following individual or entity is hereby appointed to act as Substitute Trustee, succeeding all previous trustees:

Substitute Trustee: [Name of Substitute Trustee]
Address: [Trustee Address]
Contact Number: [Trustee Phone Number]

This appointment is effective as of [Date]. The Substitute Trustee is authorized to exercise all powers and duties granted to the original Trustee, including, but not limited to, the authority to initiate and conduct foreclosure proceedings as permitted by law and the loan documents.

All future correspondence regarding the potential sale or foreclosure of the property should be directed to the Substitute Trustee at the address listed above.

Sincerely,

[Authorized Signature]
[Printed Name]
[Title]
[Bank Name]

cc: [Guarantor Name, if applicable]