

DATE: [Insert Date]

VIA: [Insert Method, e.g., Certified Mail, Return Receipt Requested]

TRACKING NO: [Insert Tracking Number]

RE: NOTICE OF SUBSTITUTE TRUSTEE APPOINTMENT

DEBTOR: [Insert Debtor Name]

PROPERTY ADDRESS: [Insert Full Property Address]

LOAN NUMBER: [Insert Loan Number]

To Whom It May Concern:

Please be advised that [Insert Name of Current Lender/Noteholder], the current legal holder of the Note and Deed of Trust/Security Instrument recorded on [Insert Date] in Book [Insert Book Number], Page [Insert Page Number] or Instrument Number [Insert Number] of the Official Records of [Insert County Name] County, [Insert State], has officially appointed a Substitute Trustee.

Pursuant to the terms of the aforementioned Deed of Trust and applicable state statutes, the following individual(s) or entity is hereby appointed as Substitute Trustee:

SUBSTITUTE TRUSTEE: [Insert Name of New Trustee/Law Firm]

ADDRESS: [Insert Address of New Trustee]

PHONE: [Insert Phone Number]

The Substitute Trustee is hereby authorized to exercise all powers, duties, and authority granted to the original Trustee under the Deed of Trust, including but not limited to, the initiation and conduct of foreclosure proceedings if necessary.

This appointment is effective as of [Insert Effective Date]. All future inquiries regarding the foreclosure process or the sale of the subject property should be directed to the Substitute Trustee at the contact information provided above.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title/Legal Department]

[Name of Lending Institution]

cc: [Insert Name of Debtor/Owner]

[Insert Name of Original Trustee]