

Date: [Insert Date]

To: [Owner/Heir Name]

Address: [Last Known Address]

[City, State, Zip Code]

RE: NOTICE OF UNCLAIMED FORECLOSURE SURPLUS FUNDS

Property Address: [Insert Property Address]

Case Number: [Insert Court Case Number]

Foreclosure Sale Date: [Insert Sale Date]

Dear [Owner/Heir Name],

This letter is to formally notify you that following the foreclosure sale of the property located at the address mentioned above, there is a surplus of funds remaining. After the primary mortgage and associated costs were paid, a balance of **\$[Insert Amount]** was deposited with the [Insert County Name] Clerk of Court.

As the former owner of record or a potential party of interest, you may be legally entitled to claim these funds. Please be advised that these funds are currently being held by the state/county and may be subject to strict deadlines. If a claim is not filed within the statutory timeframe, these funds may be forfeited or transferred to the state's unclaimed property division.

To collect these funds, you must file a formal "Motion for Disbursement of Surplus Funds" with the court. You may do this independently, or you may choose to hire an attorney or a recovery professional to assist you with the legal process.

Next Steps:

- Verify your identity and ownership interest.
- Contact the [Insert Clerk of Court Name] at [Insert Phone Number] to confirm the exact balance.
- Submit the required legal documentation to the court to initiate the release of funds.

If you have already filed a claim for these funds, please disregard this notice.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Phone Number]

[Your Email Address]