

Date: [Current Date]

Borrower Name: [Borrower Name]

Loan Number: [Loan Number]

Property Address: [Property Address]

Subject: Notice of Interest Rate Lock Cancellation

Dear [Borrower Name],

This letter is to formally notify you that the interest rate lock for your mortgage loan application has been cancelled effective [Date], due to non-responsiveness regarding required documentation and/or signatures.

Despite our previous attempts to contact you on [List Dates of Contact], we have not received the necessary information required to proceed with your loan under the previously locked terms. As specified in your Rate Lock Agreement, the lock was subject to the timely submission of all requested materials.

Please be advised of the following:

- The interest rate previously held for your loan is no longer guaranteed.
- Your loan application remains active, but it is now subject to current market pricing.
- Should you choose to proceed, a new rate lock may be required based on prevailing market rates at that time.

If you intend to move forward with this application, please contact us immediately at [Phone Number] or [Email Address] to provide the outstanding items and discuss current rate options.

If we do not hear from you by [Deadline Date], we will assume you no longer wish to pursue this loan and will move to withdraw your application entirely.

Sincerely,

[Loan Officer Name]

[Company Name]

[Contact Information]