

Date: [Insert Date]

To: [Wholesale Lender Name]

Attention: Lock Desk / Secondary Marketing

Re: Correspondent to Wholesale Rate Lock Transfer Request

Borrower Name: [Insert Borrower Name]

Loan Number: [Insert Current Loan Number]

Property Address: [Insert Property Address]

Lock Expiration Date: [Insert Date]

To whom it may concern,

Please accept this letter as a formal request to transfer the rate lock for the above-referenced loan from our Correspondent division to your Wholesale division.

The loan parameters are as follows:

- Locked Interest Rate: [Insert Rate]%
- Loan Term: [Insert Term]
- Loan Amount: \$[Insert Amount]
- Lock Date: [Insert Original Lock Date]

We understand that this transfer is subject to your company's current policies regarding lock transfers, extension fees, or pricing adjustments. Please update the channel in your system and provide a revised lock confirmation reflecting the Wholesale channel pricing.

If you require any additional documentation to process this request, please contact [Insert Contact Name] at [Insert Phone Number] or [Insert Email Address].

Sincerely,

[Authorized Signature]

[Typed Name and Title]

[Company Name]