

Date: [Insert Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

Re: Rate Lock Transfer Request

Loan Number: [Insert Loan Number]

Borrower Name(s): [Insert Borrower Names]

To the Underwriting Department,

I am writing to formally request a transfer of my current interest rate lock to a new property address. Due to [Insert Reason: e.g., inspection issues, offer withdrawal, etc.], I am no longer pursuing the purchase of the original property located at:

Original Property Address: [Insert Old Address]

I have recently signed a sales contract for a new property and would like to apply my existing rate lock, scheduled to expire on [Insert Date], to the following address:

New Property Address: [Insert New Address]

Please find the fully executed purchase agreement for the new property attached to this letter. I understand that this transfer is subject to lender approval and that all other terms of the original rate lock agreement remain in effect.

Please confirm once the transfer has been processed and provide an updated Loan Estimate reflecting the new property details.

Sincerely,

[Signature]

[Print Name]

[Phone Number]

[Email Address]