

NOTICE OF TRANSFER OF SERVICING

Date: [Insert Date]

To: [Borrower Name(s)]

Property Address: [Property Address]

Loan Number: [Current Loan Number]

Subject: Notification of Assignment, Sale, or Transfer of Servicing Rights

Dear Borrower(s):

The servicing of your mortgage loan is being transferred, effective [Date of Transfer]. This means that after this date, a new company will be collecting your mortgage payments and managing your loan account. This transfer does not affect any term or condition of your mortgage instruments other than terms directly related to the servicing of your loan.

Current Servicer Information:

[Current Servicer Name] will stop accepting payments from you after [Date].

Customer Service Phone: [Phone Number]

Website: [Website URL]

New Servicer Information:

[New Servicer Name] will begin accepting payments from you on [Date].

New Loan Number: [New Loan Number, if applicable]

Customer Service Phone: [Phone Number]

Payment Address: [Mailing Address for Payments]

Website: [Website URL]

Important Payment Instructions:

Send all mortgage payments due on or after [Date] to [New Servicer Name]. If you use an online bill pay service through your bank, please update the payee information and account number to ensure your payment reaches the new servicer on time.

Note on Automatic Payments:

[Explanation of whether automatic drafts will transfer or if the borrower must re-enroll with the new servicer].

Insurance and Taxes:

If your loan has an escrow account, your new servicer will be responsible for paying your property taxes and insurance premiums. We have notified your insurance agent of this change.

Under federal law, during the 60-day period following the effective date of the transfer, a loan payment received by your old servicer before its due date may not be treated by the new servicer as late, and a late fee may not be imposed on you.

Sincerely,

[Current Servicer Name]

and

[New Servicer Name]