

[Date]

[Borrower Name]
[Property Address]
[City, State, Zip Code]

RE: Notice of Transfer of Servicing - Account Number: [Loan Number]

Dear [Borrower Name],

This letter is to inform you that the servicing of your mortgage loan is being transferred from [Current Servicer Name] to [New Servicer Name], effective [Date of Transfer].

Status of Your Account:

As of [Date], your account is currently delinquent in the amount of \$[Total Past Due Amount]. This amount includes [Number] missed payments, as well as any applicable late fees and charges.

Transfer of Records:

All records pertaining to your delinquency, including any pending loss mitigation applications, repayment plans, or foreclosure proceedings, are being transferred to [New Servicer Name]. The transfer of your loan servicing does not affect any term or condition of your mortgage instruments, other than terms directly related to the servicing of your loan.

Where to Send Future Payments:

Starting [Date of First Payment to New Servicer], please send all future payments to:

[New Servicer Name]
[Payment Address]
[City, State, Zip Code]

Action Required:

To resolve the delinquency and avoid further collection actions or foreclosure, you should contact [New Servicer Name] immediately to discuss your options.

New Servicer Contact Information:

Customer Service Department: [Phone Number]
Loss Mitigation/Homeowner Assistance: [Phone Number]
Website: [Website URL]

If you have any questions regarding this transfer, please contact our Customer Service Department at [Current Servicer Phone Number] before [Date of Transfer]. After that date, please contact [New Servicer Name].

Sincerely,

[Current Servicer Name]
[Department Name]