

[Date]

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

**Subject: Notice of Transfer of Servicing (Goodbye Letter)**

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 [Transfer Date].

**What this means for you:**

- [Current Servicer Name] will stop accepting payments on [Stop Date].
- [New Servicer Name] will begin accepting payments on [Start Date].
- Your loan terms, interest rate, and principal balance will remain unchanged.

**New Servicer Contact Information:**

Name: [New Servicer Name]  
Address: [New Servicer Mailing Address]  
Phone Number: [New Servicer Phone Number]  
Website: [New Servicer Website]

**Payment Instructions:**

Please send all mortgage payments due on or after [Start Date] to [New Servicer Name]. If you use an online bill pay service through your bank, please update the payee information accordingly.

If you have any questions regarding your account prior to [Transfer Date], please contact us at [Current Servicer Phone Number]. For questions after [Transfer Date], please contact [New Servicer Name].

Thank you for the opportunity to have serviced your loan.

Sincerely,

[Current Servicer Name]  
[Customer Service Department]