

**NOTICE OF TRANSFER OF SERVICING  
THIS NOTICE IS FOR INFORMATIONAL PURPOSES ONLY**

Date: [Insert Date]

Debtor Name(s): [Insert Debtor Names]  
Bankruptcy Case Number: [Insert Case Number]  
Property Address: [Insert Property Address]  
Account Number: [Insert Account Number]

To the Debtor(s) and/or Trustee:

The servicing of the mortgage loan for the property listed above is being transferred from [Insert Name of Present Servicer] to [Insert Name of New Servicer]. This means that after the effective date of the transfer, the New Servicer will be responsible for collecting payments and administering the account during the bankruptcy proceedings.

**Transfer Effective Date:** [Insert Effective Date]

**Information for the Present Servicer:**

The Present Servicer will stop accepting payments on [Insert Date].  
Customer Service Phone: [Insert Phone Number]  
Address: [Insert Address]

**Information for the New Servicer:**

The New Servicer will begin accepting payments on [Insert Date].  
Customer Service Phone: [Insert Phone Number]  
Payment Address (unless paid via Trustee): [Insert Payment Address]  
Correspondence Address: [Insert Correspondence Address]

**Bankruptcy Notice:**

If you are currently in bankruptcy, this notice is being sent for informational purposes to comply with the Real Estate Settlement Procedures Act (RESPA) and the Federal Bankruptcy Rules. This is not an attempt to collect a debt against you personally, but rather a notice of a change in the entity managing the lien against the property.

If the bankruptcy court has ordered payments to be made through a Chapter 13 Trustee, please ensure the Trustee is notified of this change in servicing. All other terms and conditions of your mortgage remain unchanged.

Sincerely,

[Insert Representative Name/Department]  
[Insert Present Servicer Name]

[Insert Representative Name/Department]  
[Insert New Servicer Name]