

## **JOINT NOTICE OF TRANSFER OF SERVICING**

Date: [Insert Date]

Property Address: [Insert Property Address]

Mortgage Loan Number: [Insert Loan Number]

Dear [Borrower Name(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 escrow account.

### **Current Servicer Information:**

[Current Servicer Name]

[Address]

[Customer Service Phone Number]

The current servicer will stop accepting payments received after [Date].

### **New Servicer Information:**

[New Servicer Name]

[Address]

[Customer Service Phone Number]

The new servicer will begin accepting payments on [Date]. Send all payments due on or after this date to the new servicer.

### **Escrow Account Transfer:**

Your escrow account balance, which is used to pay property taxes and insurance premiums, will be transferred to the new servicer. The new servicer will be responsible for making these payments on your behalf from the funds in your escrow account. If there is a change in your monthly payment amount due to an escrow analysis, the new servicer will notify you separately.

### **Important Information:**

- The transfer of servicing does not affect any term or condition of your mortgage documents other than terms directly related to the servicing of your loan.
- 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 cannot be treated as late by the new servicer.

Sincerely,

[Authorized Signature]

[Current Servicer Name]

[Authorized Signature]  
[New Servicer Name]