

NOTICE OF TRANSFER OF SERVICING

Date: [Insert Date]

Property Address: [Insert Property Address]

Loan Number: [Insert Loan Number]

To our valued customer:

This letter is to inform you that the servicing of your mortgage loan is being transferred. This means that the right to collect your mortgage payments and manage your escrow account (including the payment of property taxes and insurance) is being transferred from [Current Servicer Name] to [New Servicer Name].

1. TRANSFER DATES

The assignment, sale, or transfer of the servicing of your mortgage loan is effective as of [Effective Date]. [Current Servicer Name] will stop accepting payments from you on [Stop Date]. [New Servicer Name] will begin accepting payments from you on [Start Date].

2. PROPERTY TAX INFORMATION

Our records indicate that your property taxes are paid through an escrow account. Information regarding your property tax obligations and payment history has been transferred to [New Servicer Name]. After [Effective Date], [New Servicer Name] will be responsible for making your property tax payments to the local taxing authority.

3. INSURANCE INFORMATION

Information regarding your homeowners insurance (and flood insurance, if applicable) has been transferred to [New Servicer Name]. After [Effective Date], [New Servicer Name] will be responsible for paying your insurance premiums from your escrow account.

Action Required: Please contact your insurance agent to notify them of this change in mortgage servicer to ensure that future renewal bills and policy updates are sent to the correct address:

[New Servicer Insurance Dept. Name]

[New Servicer Insurance Address]

[City, State, Zip Code]

4. CONTACT INFORMATION

If you have questions for your **Current Servicer** (before [Effective Date]):

Customer Service: [Current Servicer Phone Number]

Address: [Current Servicer Address]

If you have questions for your **New Servicer** (on or after [Effective Date]):
Customer Service: [New Servicer Phone Number]
Address: [New Servicer Address]

Sincerely,

[Current Servicer Name]
[New Servicer Name]