

[Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

RE: Notice of Sale of Ownership of Mortgage Loan

Loan Number: [Insert Loan Number]

Property Address: [Insert Property Address]

Dear [Borrower Name],

This letter is to formally notify you that the ownership of your mortgage loan has been sold and assigned from **[Name of Current Lender/Assignor]** to **[Name of New Lender/Assignee]**. The effective date of this assignment is [Effective Date].

Under federal law, this notice advises you that the new owner of your mortgage loan is:

- **New Owner Name:** [New Owner Name]
- **Address:** [New Owner Address]
- **Phone Number:** [New Owner Phone Number]

Regarding Your Payments:

Please note that this sale of the mortgage loan ownership **[does / does not]** change your loan servicer. The entity responsible for collecting your monthly payments and managing your escrow account is currently:

- **Servicer Name:** [Servicer Name]
- **Payment Address:** [Servicer Payment Address]
- **Customer Service Phone:** [Servicer Phone Number]

Unless you receive a separate "Notice of Servicing Transfer," you should continue to send your monthly mortgage payments to your current servicer at the address listed above. Do not send payments to the new owner unless instructed to do so in writing.

The assignment of your mortgage does not change any of the terms or conditions of your original loan documents (such as the interest rate, monthly payment amount, or loan maturity date).

If you have any questions regarding this transfer of ownership, please contact [Department Name] at [Phone Number] between the hours of [Hours of Operation].

Sincerely,

[Authorized Signature]
[Name and Title]
[Company Name]