

[Date]

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

Subject: Notice of Transfer of Servicing - Active Loss Mitigation Status

Dear [Borrower Name],

The purpose of this letter is to advise you that the servicing of your mortgage loan is being transferred from [Current Servicer Name] to [New Servicer Name], effective [Transfer Date].

Status of Your Loss Mitigation Application:

Our records indicate that you currently have an active loss mitigation request under review. Please be advised of the following regarding your pending application:

- **Current Status:** [Under Review / Approved Trial Plan / Approved Permanent Modification]
- **Transfer of Documentation:** All documents, financial statements, and applications previously submitted to [Current Servicer Name] have been forwarded to [New Servicer Name].
- **Trial Payments:** If you are currently in a Trial Period Plan, you must continue to make your payments on time. Payments due before [Transfer Date] should be sent to [Current Servicer Name]. Payments due on or after [Transfer Date] must be sent to [New Servicer Name].

New Servicer Contact Information:

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

Important Action Items:

You do not need to submit a new application at this time. However, [New Servicer Name] may contact you if additional or updated documentation is required to complete the evaluation of your request. Your "Single Point of Contact" at the new servicer will be assigned within [Number] business days of the transfer.

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

Sincerely,

[Current Servicer Name]

[Current Servicer Department]