

**Date:** [Date]

[Insurance Company Name]  
[Insurance Company Address]  
[City, State, Zip Code]

**RE: Notice of Transfer of Servicing and Assignment of Interest**

**Policy Number:** [Flood Insurance Policy Number]  
**Insured Name(s):** [Borrower Name(s)]  
**Property Address:** [Full Property Address]

To Whom It May Concern,

Please be advised that the servicing of the mortgage loan for the above-referenced property has been transferred. Effective [Date of Transfer], the mortgage and the associated interest in the flood insurance policy have been assigned to the new servicer listed below.

Please update your records to reflect the following new Mortgagee/Loss Payee clause:

[New Servicer Name]  
Its Successors and/or Assigns ATIMA  
[New Servicer ISAOA Address]  
[City, State, Zip Code]

All future premium notices, renewal certificates, and correspondence related to this policy should be directed to the new servicer at the address above. If the premiums are paid through an escrow account, please ensure all future billings are sent to the new servicer at least 30 days prior to the expiration date.

If you have any questions or require additional documentation regarding this transfer, please contact our customer service department at [Phone Number].

Sincerely,

[Name of Previous Servicer/Authorized Signatory]  
[Title]