

[Date]

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

RE: Notice of Change in Real Estate Tax Servicing

Loan Number: [Loan Number]

Dear [Borrower Name],

We are writing to inform you that effective [Effective Date], the company responsible for processing and paying your property taxes from your escrow account has changed.

New Tax Servicing Information:

- **New Tax Servicer Name:** [New Servicer Name]
- **Address:** [New Servicer Address]
- **Phone Number:** [New Servicer Phone Number]

What this means for you:

- **No action is required from you.** We have already coordinated with the local taxing authorities to ensure they send your future tax bills directly to [New Servicer Name].
- Your monthly mortgage payment amount and escrow requirements remain unchanged by this administrative update.
- [Current Lender/Servicer Name] will continue to manage your mortgage payments and oversee your escrow account. Only the third-party vendor assisting with tax bill procurement has changed.

If you receive a property tax bill at your home address, please forward a copy to us at [Email/Fax/Address] to ensure timely payment.

Should you have any questions regarding this change, please contact our Customer Service Department at [Phone Number] between the hours of [Hours of Operation].

Sincerely,

[Sender Name/Department]
[Lender/Company Name]