

[Date]

[Tax Authority Name]
[Tax Collector Office Address]
[City, State, Zip Code]

RE: Notice of Servicing Transfer - Property Tax Billing Information

To the Property Tax Administrator,

Please be advised that the mortgage servicing rights for the property listed below have been transferred.

Property Information:

Property Owner: [Owner Name]
Property Address: [Full Property Address]
Parcel Number / APN: [Assessor's Parcel Number]

Previous Servicer:

[Previous Company Name]
[Previous Company Address]

New Servicer (Send Future Tax Bills To):

[New Servicer Name]
[New Servicer Tax Department Address]
[City, State, Zip Code]
Mortgage Loan Number: [New Loan Number]

Effective [Transfer Date], please direct all future property tax bills, assessments, and related correspondence to the new servicer listed above for payment from the borrower's escrow account.

If you have any questions or require additional documentation to update your records, please contact [New Servicer Contact Name/Department] at [Phone Number].

Sincerely,

[Your Name/Representative Name]
[Title]
[Company Name]