

[Date]

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

**Subject: Welcome to [New Servicer Name] - Notice of Escrow Transfer**

Dear [Borrower Name],

Welcome to [New Servicer Name]. As previously notified, the servicing of your mortgage loan was transferred from [Old Servicer Name] to [New Servicer Name] effective [Transfer Date].

We have recently received the remaining funds and data regarding your escrow account. Below is the summary of your current escrow balance and upcoming payment information:

- **New Loan Number:** [New Loan Number]
- **Escrow Balance Received:** \$[Amount]
- **Current Monthly Escrow Payment:** \$[Amount]
- **Total Monthly Mortgage Payment:** \$[Amount]
- **Next Payment Due Date:** [Date]

**What this means for you:**

- **Disbursements:** We are now responsible for paying your property taxes, homeowners insurance, and other escrowed items. We will make these payments using the funds in your escrow account as they become due.
- **Insurance Notification:** Please contact your insurance agent to ensure that [New Servicer Name] is listed as the loss payee/mortgagee on your policy.
- **Automatic Payments:** If you had automatic drafting set up with your previous servicer, it has been cancelled. Please visit our website at [Website URL] or call [Phone Number] to set up new automatic payments.

An annual Escrow Analysis will be performed later this year to ensure your monthly deposits are sufficient to cover your tax and insurance obligations. You will receive a separate statement if any adjustments to your monthly payment are required.

If you have any questions, please contact our Customer Service Department at [Phone Number] or via email at [Email Address]. Our business hours are [Operating Hours].

Sincerely,

[Name/Department]  
[New Servicer Name]