

NOTICE OF SERVICING TRANSFER

Date: [Insert Date]

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

Subject: Notice of Transfer of Servicing Rights - Loan Number: [Insert Loan Number]

Dear [Borrower Name],

The servicing of your mortgage loan is being transferred, effective [Date of Transfer]. This means that after this date, a new company will be responsible for collecting your mortgage payments, managing your escrow account, and providing customer service.

Current Servicer Information:

[Current Servicer Name] will stop accepting payments on [Date].

New Servicer Information:

[New Servicer Name] will begin accepting payments on [Date].
Address for Payments: [Insert New Payment Address]
Customer Service Phone: [Insert Phone Number]
Website: [Insert Website]

Escrow Account Information:

If your loan currently includes an escrow account for property taxes and insurance, your entire escrow balance will be transferred to the new servicer. Your monthly escrow payment amount will remain the same until your next scheduled escrow analysis.

Payment Instructions:

Please send all mortgage payments due on or after [Date] to [New Servicer Name]. If you have set up automatic payments (ACH) with your current servicer, please note that [Action required: e.g., you must re-enroll with the new servicer / they will transfer automatically].

Your Rights:

Under federal law, during the 60-day period following the effective date of the transfer, a late fee may not be imposed if you send a timely payment to your old servicer instead of the new one.

If you have any questions regarding this transfer, please contact [Current Servicer Name] at [Phone Number] or [New Servicer Name] at [Phone Number].

Sincerely,

[Current Servicer Management]
[New Servicer Management]