

Date: [Date]

RE: Notice of Assignment and Escrow Account Transfer

Loan Number: [Loan Number]

Property Address: [Property Address]

Dear [Borrower Name],

Please be advised that the servicing of your mortgage loan is being transferred from [**Current Servicer Name**] to [**New Servicer Name**], effective [**Transfer Date**].

Assignment of Rights:

As of the effective date, [New Servicer Name] will have the right to collect your mortgage payments and manage your loan account. This assignment does not affect any terms or conditions of your mortgage instruments other than terms directly related to the servicing of your loan.

Escrow Account Transfer:

Your escrow account balance, including funds held for the payment of property taxes and insurance premiums, will be transferred in full to [New Servicer Name]. The new servicer will assume responsibility for making all future tax and insurance payments from your escrow account.

Payment Instructions:

Send all mortgage payments due on or after [Transfer Date] to the following address:

[New Servicer Name]

[Payment Address]

[City, State, Zip Code]

Contact Information:

If you have questions regarding this transfer, please contact the customer service departments below:

Current Servicer: [Current Servicer Phone Number]

New Servicer: [New Servicer Phone Number]

Sincerely,

[Authorized Signature]

[Current Servicer Name]

[Authorized Signature]

[New Servicer Name]