

NOTICE OF ASSIGNMENT, SALE, OR TRANSFER OF SERVICING RIGHTS

Date: [Insert Date]

To: [Borrower Name(s)]

Property Address: [Property Address]

Loan Number: [Loan Number]

Dear [Borrower Name],

This letter is to formally notify you that the ownership and/or the right to service your mortgage loan is being assigned, sold, or transferred from [**Current Lender/Servicer Name**] to [**New Lender/Servicer Name**], effective [**Transfer Date**].

What this means for you:

- The transfer of ownership or servicing does not affect any term or condition of your mortgage documents other than terms directly related to the servicing of your loan.
- Payments due on or after [**Date of First Payment to New Entity**] should be sent to the new servicer.
- Payments due before that date should continue to be sent to your current servicer.

New Servicer Contact Information:

Name: [New Servicer Name]

Address: [Payment Mailing Address]

Customer Service Phone: [Phone Number]

Website: [Website URL]

Important Information Regarding Payments:

Under federal law, during the 60-day period following the effective date of the transfer, a loan payment received by your old servicer on or before its due date cannot be treated as late by the new servicer, and no late fee may be imposed on you.

If you have any questions regarding this transfer, please contact our Customer Service Department at [Current Servicer Phone Number] or the new servicer at the number provided above.

Sincerely,

[Current Lender/Servicer Name]

[Authorized Signature/Department]