

NOTICE OF SERVICING TRANSFER

Date: [Insert Date]

To: [Borrower Name]

Property Address: [Property Address]

Loan Number: [Loan Number]

Dear [Borrower Name],

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

Current Servicer Information:

[Current Servicer Name]

[Address]

[Phone Number]

New Servicer Information:

[New Servicer Name]

[Address]

[Phone Number]

[Website]

Important Dates:

- The last day your current servicer will accept payments is: [Stop Date]
- The first day your new servicer will accept payments is: [Start Date]

Payment Instructions:

Starting on [Start Date], please send all mortgage payments to [New Servicer Name] at the following address: [Payment Address]. If you use an online bill pay service, please update the payee information with your new loan number: [New Loan Number].

Note: Under federal law, during the 60-day period following the effective date of the transfer, a loan payment received by your old servicer before its due date cannot be treated as late by the new servicer, nor can a late fee be imposed.

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

Sincerely,

[Sender Name/Company Name]

[Contact Information]