

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email Address]

[Date]

[Lender Name]
[Lender Address]
[City, State, Zip Code]

RE: Mortgage Reinstatement Request

Loan Number: [Your Loan Number]
Property Address: [Property Address]

To the Loss Mitigation Department,

I am writing to formally request a reinstatement of my mortgage account which is currently in arrears. I would like to pay the full amount required to bring my account current and stop any pending legal or foreclosure actions.

Please provide me with a formal Reinstatement Quote that includes the following:

- The total amount of past due principal and interest.
- Late fees and penalties.
- Escrow shortages or advances.
- Attorney fees and legal costs (if applicable).
- The "Good Through" date for the quoted total.
- Specific instructions on how and where to send the certified funds.

I am prepared to make the payment immediately upon receipt of the verified figures. Please send this information via [Email/Mail] at your earliest convenience.

Thank you for your prompt assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]