

**DATE:** [Insert Date]

**SENT VIA:** [Certified Mail / First Class Mail]

**TO:**

[Borrower Name]

[Co-Borrower Name]

[Property Address]

[City, State, Zip Code]

**RE: NOTICE OF DEFAULT AND INTENT TO ACCELERATE**

Loan Number: [Insert Loan Number]

Property Address: [Insert Property Address]

Dear [Borrower Name],

This letter serves as formal notice that you are in default of your mortgage loan agreement for the property listed above. As of [Insert Date], your account is delinquent because you have failed to make the required monthly payments.

**1. Nature of Default:** Failure to pay monthly installments due for the months of [List Months].

**2. Action Required to Cure Default:** To cure this default, you must pay the total past due amount, including late fees and charges.

**3. Amount Required to Cure:**

Past Due Principal and Interest: \$[Amount]

Late Charges: \$[Amount]

Corporate Advances/Fees: \$[Amount]

**TOTAL AMOUNT TO CURE: \$[Total Amount]**

**4. Deadline to Cure:** This amount must be received by [Lender Name] no later than [Insert Date - typically 30 days from notice]. Payment must be made in certified funds (cashier's check or money order).

**5. Notice of Intent to Accelerate:** If you fail to cure the default by the deadline stated above, [Lender Name] hereby provides notice of its intent to **Accelerate** the loan. Acceleration means the entire unpaid principal balance of the loan, along with all accrued interest and fees, will become immediately due and payable in full.

**6. Consequences of Non-Payment:** If the default is not cured, [Lender Name] will commence foreclosure proceedings to sell the property at a public auction to satisfy the debt. You may also be responsible for legal fees and costs associated with the foreclosure.

**7. Right to Reinstate:** You may have the right to reinstate the loan after acceleration and the right to assert the non-existence of a default or any other defense in a foreclosure proceeding, depending on your state law and the terms of your Security Instrument.

Please contact our Loss Mitigation Department at [Phone Number] immediately to discuss potential alternatives to foreclosure, such as a loan modification, short sale, or deed-in-lieu of foreclosure.

Sincerely,

[Name of Authorized Representative/Officer]

[Title]

[Lender/Service Name]