

## **URGENT NOTICE: FINAL REMINDER**

Date: [Insert Date]

[Borrower Name]

[Borrower Address]

[City, State, Zip Code]

Subject: Expiration of Grace Period for Hazard Insurance - Loan Number: [Insert Loan Number]

Dear [Borrower Name],

Our records indicate that the hazard insurance policy for the property located at [Property Address] expired on [Expiration Date]. According to our previous correspondence, the allowable grace period for providing proof of renewal has now expired.

As a requirement of your mortgage agreement, you are obligated to maintain continuous hazard insurance coverage. Since we have not received a renewal certificate or a new policy declaration page, your property is currently considered uninsured by our records.

### **IMPORTANT ACTION REQUIRED:**

Please provide proof of insurance immediately. You may submit your updated policy information via one of the following methods:

- Email: [Insert Email Address]
- Fax: [Insert Fax Number]
- Online Portal: [Insert Website URL]

### **LENDER-PLACED INSURANCE WARNING:**

If we do not receive proof of coverage within [Number] days of this notice, we will be forced to purchase "Lender-Placed Insurance" to protect our interest in the property. Please be advised that Lender-Placed Insurance:

- Is typically significantly more expensive than insurance you can purchase on your own.
- Only provides limited coverage and may not protect your personal belongings or provide liability coverage.
- Will result in an increase to your monthly escrow payment.

If you have already renewed your policy, please have your insurance agent contact us immediately at [Phone Number] to update our files.

Sincerely,

[Your Name/Department Name]  
[Lending Institution Name]  
[Phone Number]