

DATE: [Insert Date]

TO:

[Borrower Name]
[Property Address]
[City, State, Zip Code]

RE: NOTICE OF DEFAULT AND INTENT TO FORECLOSE

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 located at the address listed above. As of [Insert Date], your account is delinquent in the amount of \$[Insert Total Amount Overdue].

This past due amount includes the following:

- Monthly Payments: \$[Amount]
- Late Charges: \$[Amount]
- Accrued Interest: \$[Amount]
- Other Fees: \$[Amount]

Action Required to Cure Default:

To prevent the initiation of foreclosure proceedings, you must pay the total amount of \$[Insert Total Amount to Cure] on or before [Insert Deadline Date]. Payment must be made via certified funds (cashier's check or money order) and delivered to [Insert Payee Name and Address].

Failure to Cure:

If you fail to cure this default by the deadline stated above, the lender intends to accelerate the entire remaining balance of the loan and initiate formal foreclosure proceedings. This action may result in the sale of your property at a public auction to satisfy the debt.

Your Rights:

You 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. You may also be eligible for loss mitigation options, such as a loan modification, short sale, or deed-in-lieu of foreclosure. Please contact our Loss Mitigation Department immediately at [Insert Phone Number] to discuss these options.

Sincerely,

[Sender Name/Representative]

[Lender/Service Name]

[Contact Phone Number]