

[Date]

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

RE: NOTICE OF DEFAULT AND INTENT TO FORECLOSE

Dear [Borrower Name],

This letter serves as formal notice that you are in default of your Promissory Note dated [Date of Note] and the Security Deed/Mortgage recorded against the property located at:

[Property Address]

As of [Date], your loan account is delinquent in the amount of \$[Total Amount Past Due]. This amount includes:

- Past due principal and interest: \$[Amount]
- Late fees: \$[Amount]
- Other charges/escrow shortages: \$[Amount]

Action Required to Cure Default:

To prevent the commencement of foreclosure proceedings, you must pay the total amount past due of \$[Total Amount Past Due] on or before [Deadline Date, e.g., 30 days from notice].

Payments must be made in certified funds (cashier's check or money order) and delivered to:

[Lender/Servicer Name]
[Payment Address]
[City, State, Zip Code]

Failure to Cure:

If you fail to cure this default by the deadline stated above, the entire unpaid principal balance, accrued interest, and other fees will be accelerated and become immediately due and payable. Failure to act will result in the initiation of legal proceedings to foreclose upon the property, which may lead to the public sale of your home.

If you are experiencing financial hardship, please contact our loss mitigation department at [Phone Number] immediately to discuss potential alternatives to foreclosure.

Sincerely,

[Lender Name/Signature]
[Title]
[Phone Number]