

DATE: [Insert Date]

TO:

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

FROM:

[Lender/Servicer Name]
[Lender Address]
[Lender Phone Number]

NOTICE OF INTENT TO FORECLOSE

RE: Mortgage Loan Number: [Insert Loan Number]

This letter serves as formal notice that your mortgage loan is in default due to non-payment. As of [Date], your account is [Number] days past due. The total amount required to cure this default is \$[Total Past Due Amount].

Failure to pay the total amount due by [Deadline Date] may result in the commencement of foreclosure proceedings against your property. Foreclosure may result in the loss of your home and a negative impact on your credit rating.

LOSS MITIGATION OPTIONS

You may have options available to avoid foreclosure. We encourage you to contact us immediately to discuss the following possibilities:

- **Loan Modification:** A change in the terms of your loan to make payments more affordable.
- **Repayment Plan:** An agreement to pay the past-due amount over a specific period.
- **Forbearance:** A temporary reduction or suspension of mortgage payments.
- **Short Sale:** Selling the property for less than the remaining mortgage balance.
- **Deed-in-Lieu of Foreclosure:** Voluntarily transferring the property title to the lender.

How to Apply

To be considered for these options, you must submit a Loss Mitigation Application. You can obtain this application by calling our Loss Mitigation Department at [Phone Number] or by visiting our website at [Website URL].

IMPORTANT COUNSELING INFORMATION

You may seek assistance from a HUD-approved housing counseling agency. These services are often free of charge. To find a counselor near you, call the HUD Housing Counseling line at 1-800-569-4287 or visit www.hud.gov.

Sincerely,

[Name/Department]

[Lender/Service Name]