

Date: [Insert Date]

To:

[Borrower Name]

[Property Address]

[City, State, Zip Code]

Loan Number: [Insert Loan Number]

Subject: Notice of Escrow Disbursement and Hazard Insurance Policy Renewal

Dear [Borrower Name],

This letter is to inform you that we have received the renewal notification for your hazard insurance policy. As the servicer of your mortgage, we have processed the payment from your escrow account to ensure your property coverage remains continuous.

Renewal Details:

- **Insurance Provider:** [Insert Insurance Company Name]
- **Policy Number:** [Insert Policy Number]
- **Coverage Period:** [Start Date] to [End Date]
- **Disbursement Amount:** \$[Insert Amount]
- **Disbursement Date:** [Insert Date Paid]

No action is required from you at this time if the information above is correct. Please keep a copy of this notice for your records. If you have recently changed insurance carriers or if the premium amount listed above appears incorrect, please contact our Escrow Department immediately at [Insert Phone Number].

Please note that changes in your insurance premium may result in an adjustment to your monthly mortgage payment during your next scheduled Escrow Analysis.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name/Department Name]

[Lending Institution Name]

[Contact Information]