

[Date]

[Mortgage Servicer Name]
[Disbursement Department]
[Street Address]
[City, State, Zip Code]

RE: Mortgage Insurance Premium Disbursement Notification

Account Number: [Your Mortgage Account Number]
Property Address: [Full Property Address]

To Whom It May Concern,

This letter serves as formal notification regarding the disbursement of funds from the escrow account associated with the above-referenced mortgage for the payment of the Mortgage Insurance Premium (MIP/PMI).

The details of the disbursement are as follows:

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

Please ensure that this payment is recorded against the escrow balance and that the insurance provider receives the funds prior to the expiration of the current coverage period to avoid any lapse in policy.

If there are any discrepancies or if additional documentation is required, please contact me at [Your Phone Number] or via email at [Your Email Address].

Sincerely,

[Your Signature]
[Your Printed Name]