

[Date]

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

**Subject: NOTICE OF FORCE-PLACED INSURANCE ESCROW PAYMENT  
MODIFICATION**

**Loan Number:** [Insert Loan Number]  
**Property Address:** [Insert Property Address]

Dear [Borrower Name],

This letter is to inform you of a change in your monthly mortgage payment due to the placement of force-placed insurance on your property. Because we have not received proof of voluntary hazard insurance coverage, we have purchased insurance on your behalf to protect the lender's interest in the property.

**Insurance Details:**

- **Insurance Type:** [e.g., Hazard/Flood]
- **Carrier Name:** [Insurance Company Name]
- **Policy Number:** [Policy Number]
- **Annual Premium:** \$[Amount]
- **Effective Date:** [Date]

**Payment Modification:**

To cover the cost of this premium, your monthly escrow payment has been adjusted as follows:

- **Previous Monthly Payment:** \$[Amount]
- **New Monthly Payment:** \$[Amount]
- **Effective Date of New Payment:** [Date]

**Important Reminders:**

- Force-placed insurance is typically more expensive than insurance you can purchase on your own.
- This policy may provide less coverage than a policy you purchase yourself; it generally does not cover personal belongings or liability.
- If you provide us with proof of your own insurance coverage, we will cancel the force-placed policy and refund any unearned premiums to your escrow account.

If you have already obtained insurance, please send proof of coverage (the Declarations Page) to:

[Lender Name/Insurance Department]

[Address]

[Fax Number/Email Address]

If you have any questions regarding this notice, please contact our Customer Service Department at [Phone Number] between the hours of [Hours of Operation].

Sincerely,

[Name/Department]

[Lender/Service Name]