

# Mortgage Loan Transfer Authorization

Date: [Insert Date]

[Your Name]  
[Your Title]  
[Your Company Name]  
[Your Company Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]

[Lender's Name]  
[Lender's Company Name]  
[Lender's Address]  
[City, State, Zip Code]

Subject: Authorization for Mortgage Loan Transfer

Dear [Lender's Name],

We, [Your Company Name], hereby authorize the transfer of the mortgage loan, with account number [Insert Account Number], held at your institution to [New Company's Name]. This transfer is for business purposes, and we request that you process this authorization promptly.

Please find attached all necessary documentation to facilitate this transfer. Should you require any further information or clarification, feel free to contact me directly at [Your Phone Number] or [Your Email Address].

Thank you for your immediate attention to this matter.

Sincerely,

[Your Name]  
[Your Title]  
[Your Company Name]