

# Probate Notice

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

This letter serves as a formal notice regarding the mortgage payment obligations related to the estate of [Decedent's Name], who passed away on [Insert Date of Death]. As the appointed personal representative of the estate, it is my duty to inform you of the outstanding mortgage payments that need to be addressed to ensure proper management of the estate's assets.

The details of the mortgage are as follows:

- Mortgage Lender: [Lender's Name]
- Property Address: [Property Address]
- Account Number: [Account Number]
- Total Outstanding Balance: [Balance Amount]

Please be advised that timely payment of the mortgage is essential to prevent any foreclosure proceedings or additional penalties. The next payment is due on [Due Date].

For any inquiries or further information regarding this matter, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title or Relationship to the Decedent]

[Your Contact Information]