

# Mortgage Transfer Application

Date: [Insert Date]

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

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

Dear [Lender's Name],

I am writing to request the transfer of my mortgage for the property located at [Property Address] to my [relation, e.g., son, daughter, etc.], [Family Member's Name]. The transfer is intended to take effect on [desired transfer date].

Details of the property are as follows:

- Property Address: [Property Address]
- Current Mortgage Account Number: [Account Number]
- Current Loan Amount: [Loan Amount]

[Family Member's Name] is aware of the responsibilities involved in managing the mortgage and has agreed to assume all obligations associated with the loan.

Enclosed are the necessary documents to facilitate this transfer:

- Copy of [Family Member's Name]'s identification
- Proof of income for [Family Member's Name]
- Any other required documentation

Thank you for your prompt attention to this request. Please let me know if you need any additional information or if there are further steps required on our part.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]