

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Subject: Notification of Mortgage Transfer

Dear [Lender's Name],

I am writing to formally notify you of a transfer of the mortgage associated with my property located at [Property Address]. The mortgage account number is [Account Number].

The transfer occurred on [Transfer Date], and the new lender is [New Lender's Name], whose contact details are as follows:

[New Lender's Address]

[City, State, Zip Code]

[New Lender's Phone Number]

Please update your records to reflect this transfer and direct any future correspondence regarding this mortgage to the new lender.

Thank you for your attention to this matter. Should you have any questions or require further information, feel free to contact me at [Your Phone Number] or [Your Email].

Sincerely,

[Your Name]