

Fixed Rate Mortgage Adjustment Notification

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]

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

Dear [Recipient's Name],

We are writing to inform you that there will be an adjustment to your fixed rate mortgage with our institution. Your loan has been reviewed, and the current fixed interest rate will change effective [Insert Effective Date].

Your new interest rate will be [Insert New Interest Rate]% and your revised monthly payment will be [Insert New Monthly Payment Amount]. This change is in accordance with the terms outlined in your mortgage agreement.

Should you have any questions or need further clarification, please do not hesitate to contact our office at [Insert Contact Information].

Thank you for your attention to this matter.

Sincerely,

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