

**Date:** [Insert Date]

**To:** [Borrower Name(s)]

**Property Address:** [Insert Property Address]

**Loan Number:** [Insert Loan Number]

**Subject: NOTICE OF DEFAULT RESOLUTION - QUICK SALE OPTION**

Dear [Borrower Name],

This letter serves as a formal follow-up regarding the outstanding balance on your mortgage for the property listed above. Our records indicate that your account is currently in default.

We understand that financial difficulties can be challenging. To assist you in avoiding the formal foreclosure process and protecting your credit score from further damage, we are offering a **Quick Sale Resolution**.

**The Opportunity:**

A Quick Sale (Short Sale) allows you to sell your property for its current market value, even if that amount is less than what you owe on your mortgage. By choosing this option, you may benefit from:

- Immediate relief from mortgage debt.
- Avoidance of a formal foreclosure judgment on your record.
- Potential relocation assistance (subject to eligibility).
- A faster transition to a new living situation.

**Next Steps:**

To take advantage of this resolution, you must act within [Insert Number] days of the date of this letter. Please contact our Loss Mitigation Department at [Insert Phone Number] or email us at [Insert Email Address] to discuss the listing price and required documentation.

If we do not hear from you by [Insert Expiration Date], we will have no choice but to proceed with further legal action as outlined in your original loan agreement.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Contact Information]