

[Date]

[Borrower Name]

[Co-Borrower Name (if applicable)]

[Property Address]

[City, State, Zip Code]

Subject: NOTICE OF INTENT TO FORECLOSE - ACCOUNT #[Account Number]

Dear [Borrower Name],

This letter serves as formal notice that your mortgage loan is currently in default for failure to make required payments. According to our records, your account is past due for the following period(s): [List Months/Dates].

As of [Date], the total amount required to cure this default is \$[Total Amount Due], which includes principal, interest, late fees, and applicable charges.

Required Action:

To prevent the initiation of formal foreclosure proceedings, you must pay the total amount due by [Deadline Date]. Payment must be made via certified funds, wire transfer, or money order.

Potential Consequences:

If you fail to cure this default by the deadline, [Lender Name] will proceed with the foreclosure process. This may result in the sale of your property, the loss of your home, and a negative impact on your credit rating.

Loss Mitigation Options:

You may still have options to avoid foreclosure, such as a loan modification, repayment plan, forbearance, or short sale. We encourage you to contact our Loss Mitigation Department immediately at [Phone Number] to discuss these alternatives.

Housing Counseling:

You may seek assistance from a HUD-approved housing counseling agency by calling (800) 569-4287 or visiting www.hud.gov.

Please contact us at [Phone Number] if you believe there is an error regarding your account or if you have already sent your payment.

Sincerely,

[Sender Name/Department]

[Lender/Service Name]

[Contact Information]