

## **URGENT: NOTICE OF IMPENDING TRUSTEE SALE**

Date: [Insert Date]

[Borrower Name]  
[Property Address]  
[City, State, Zip Code]

Re: Loan Number: [Insert Loan Number]

Dear [Borrower Name],

This letter serves as a formal warning regarding the upcoming Trustee Sale of your property located at [Property Address]. According to our records, your mortgage remains in default, and a sale date has been scheduled for **[Insert Date of Sale]** at **[Insert Time of Sale]**.

If the sale proceeds, you will lose ownership of your home and may be required to vacate the premises shortly thereafter. However, there may still be options available to prevent this sale, such as:

- Loan Modification
- Forbearance Agreement
- Short Sale
- Deed-in-Lieu of Foreclosure
- Full Reinstatement of the Loan

To stop the foreclosure process, you must act immediately. Please contact our Loss Mitigation Department at [Insert Phone Number] to discuss your eligibility for these programs. Documentation and financial information will be required to process any request for assistance.

Time is of the essence. If you do not contact us or reach a formal agreement by [Insert Deadline Date], the Trustee Sale will proceed as scheduled.

Sincerely,

[Your Name/Company Name]  
[Title]  
[Contact Phone Number]  
[Email Address]