

[Your Name]
[Your Address]
[Your City, State, Zip Code]
[Your Phone Number]
[Your Email Address]

[Date]

[Lender/Service Name]
[Loss Mitigation Department]
[Lender Address]
[City, State, Zip Code]

RE: Request for Deed in Lieu of Foreclosure and Waiver of Deficiency

Loan Number: [Your Loan Number]
Property Address: [Your Property Address]

To Whom It May Concern,

I am writing to formally request a Deed in Lieu of Foreclosure for the property mentioned above. Due to [briefly state hardship, e.g., job loss, medical emergency, or financial hardship], I am no longer able to maintain the mortgage payments and have been unable to sell the property for the full amount owed.

As part of this agreement, I am specifically requesting a **full waiver of the deficiency balance**. I request that [Lender Name] waives its right to pursue a personal judgment against me for the difference between the total debt owed and the fair market value of the property at the time of transfer.

By accepting this Deed in Lieu and granting a deficiency waiver, both parties will benefit from avoiding the lengthy and costly legal expenses associated with a formal foreclosure proceeding. I am prepared to vacate the property in "broom-clean" condition by [Proposed Move-out Date] in exchange for a full release of liability.

Please find the enclosed financial documents, including [list documents, e.g., hardship letter, pay stubs, tax returns], to support this request. I look forward to receiving a written agreement that explicitly states the debt is considered "settled in full" and that no deficiency judgment will be pursued.

Thank you for your time and consideration of this proposal.

Sincerely,

[Your Signature]

[Your Printed Name]