

## Notice of Servicing Transfer

Borrower(s): \_\_\_\_\_

Originating Lender: \_\_\_\_\_

Closing Date: \_\_\_\_\_

The servicing of your mortgage loan is being transferred, effective \_\_\_\_\_. This means that after this date, a new servicer will be collecting your mortgage loan payments from you. Nothing else about your mortgage loan will change. The transfer of your mortgage loan is not a reflection of any dissatisfaction with your account.

\_\_\_\_\_ is now collecting your payments.

\_\_\_\_\_ will stop accepting payments received from you after \_\_\_\_\_.

Virginia Housing will collect your payments going forward. Your new servicer will start accepting payments received from you on \_\_\_\_\_.

**Please send all payments due on or after \_\_\_\_\_ to Virginia Housing at this address:**

**Virginia Housing  
P.O. Box 79748  
Baltimore, MD 21279-0748**

If you have any questions for either your present servicer, \_\_\_\_\_, or your new servicer Virginia Housing, about your mortgage loan or this transfer, please use the contact information below for information requests and/or error resolution:

Current Servicer:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New Servicer:  
\_\_\_\_\_  
Virginia Housing  
Loan Servicing Department  
P.O. Box 4548  
Richmond, VA 23220-8548  
(800) 235-6938

[Use this paragraph if appropriate, otherwise omit.] Important note about insurance: if you have mortgage life or disability insurance or any other type of optional insurance, the transfer of servicing rights may affect your insurance in the following way:  
[Enter details about current insurance]

You should do the following to maintain coverage:  
[Enter details about current insurance]

Under Federal law, during the 60-day period following the effective date of the transfer of the loan servicing, a loan payment received by your old servicer on or before its due date may not be treated by the new servicer as late, and a late fee may not be imposed on you.

\_\_\_\_\_  
Originating Lender

\_\_\_\_\_  
Date

\_\_\_\_\_  
Virginia Housing

\_\_\_\_\_  
Date