

**DISTRICT OF COLUMBIA
ASSIGNMENT OF MORTGAGE
PACKAGE**

Control Number: DC-P031-PKG



U.S. Legal Forms™ thanks you for your purchase of a Specialty Forms Package. This package is an important tool for use by the owner of a deed of trust/mortgage to convey the owner's interest in the deed of trust/mortgage to a third party.

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I. FORM LIST

With this Assignment of Mortgage Package, you will find forms and letters that are necessary for the owner of a deed of trust/mortgage to convey the owner's interest in the deed of trust/mortgage to a third party.

Included in your package are the following forms:

1. Assignment of Deed of Trust by Individual Mortgage Holder
2. Assignment of Deed of Trust by Corporate Mortgage Holder
3. Letter of Notice to Borrower of Assignment of Mortgage
4. Letter to Recording Office for Recording Assignment of Mortgage

II. DESCRIPTIONS OF FORMS

Brief descriptions of the forms contained in your U.S. Legal Forms™ Specialty Package are found below.

Assignment of Deed of Trust by Individual Mortgage Holder

This is an assignment of mortgage/deed of trust form where the owner of the deed of trust/mortgage conveys the owner's interest in the deed of trust/mortgage to a third party. The holder of the deed of trust/mortgage is an individual(s).

Assignment of Deed of Trust by Corporate Mortgage Holder

This is an assignment of mortgage/deed of trust form where the owner of the deed of trust/mortgage conveys the owner's interest in the deed of trust/mortgage to a third party. The holder of the deed of trust/mortgage is a corporation.

Letter of Notice to Borrower of Assignment of Mortgage

This is a letter advising the borrower that the mortgage or deed of trust executed by the borrower has been assigned to another party by the lender

Letter to Recording Office for Recording Assignment of Mortgage

This is a form letter for sending an original assignment of mortgage or deed of trust to the recording office for recording of the original assignment.

If you need additional information, please visit www.uslegalforms.com and look up forms by subject matter. You may also wish to visit our legal definitions page at <http://definitions.uslegal.com/>

III. TIPS ON COMPLETING THE FORMS

The form(s) in this packet may contain "form fields" created using Microsoft Word or Adobe Acrobat (".pdf" format). "Form fields" facilitate completion of the forms using your computer. They do not limit your ability to print the form "in blank" and complete with a typewriter or by hand.

It is also helpful to be able to see the location of the form fields. Go to the View menu, click on Toolbars, and then select Forms. This will open the Forms toolbar. Look for the button on the Forms toolbar that resembles a shaded letter "a". Click this button and the form fields will be visible.

By clicking on the appropriate form field, you will be able to enter the needed information. In some instances, the form field and the line will disappear after information is entered. In other cases, it will not. The form was created to function in this manner.

IV. DISCLAIMER

These materials were developed by U.S. Legal Forms, Inc. based upon statutes and forms for the subject state. All information and Forms are subject to this Disclaimer:

All forms in this package are provided without any warranty, express or implied, as to their legal effect and completeness. Please use at your own risk. If you have a serious legal problem, we suggest that you consult an attorney in your state. U.S. Legal Forms, Inc. does not provide legal advice. The products offered by U.S. Legal Forms (USLF) are not a substitute for the advice of an attorney.

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