

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

<date>

<Name>
<address>
<address>
<address>

Re: _____

Dear <Name>:

Enclosed is a copy of the Trustee's Notice of Sale regarding the _____
County property owned by _____. As you will note from the Notice, the
Foreclosure Sale is set for _____, 20_____.

Please contact me at your convenience to discuss how we should proceed with this matter.

Sincerely,

BY:

/
pc: