

UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF TEXAS

In Re: _____

Debtor(s)

§
§
§ Case No.: _____
§
§
§

NOTICE SUBSTITUTING SERVICER

Comes now *[insert name of transferring lender/servicer]* and files this Notice Substituting Servicer and, for same, states the following:

1. All capitalized terms which are used in this document are used and defined as in the Loan Modification Program adopted by this Court.

2. The Loan Modification Matter which is the subject of this Motion is with regard to a note dated *[insert the date of the note]* held by *[insert the name of the Lender/Servicer]* and secured by *[describe the collateral]*. The *Initial Notice of Loan Modification Matter* was filed on *[insert filing date]* as docket number *[insert the docket number on the Court's docket]*.

3. The servicer for this loan has changed. The information regarding the new servicer is:

[Insert name of new servicer]
[Insert notice address for new servicer]

Payment address:

[Insert payment address for new servicer]

4. Former servicer has transferred all submissions on the Portal to the new servicer.

5. The new servicer is responsible for the completion of all Loan Modification Matter duties, responsibilities and obligations as described in the Loan Modification Program. The new servicer is obligated to accept all documentation submitted by the other LMM Parties submitted to the former servicer.

6. It the new servicer is not registered on the Portal, the new servicer is required to register within fourteen (14) days of the filing of this Notice Substituting Servicer.

7. This Notice Substituting Servicer is uploaded to the Portal contemporaneously with the filing of this Notice with the Court.

DATED this _____ day of _____, 20_____.

If signed in an individual capacity:

[Name of Additional Party]

If signed on behalf of a business entity:

Signature line

ON BEHALF OF:

[name of Additional Party]

By: _____
[printed name of signatory]

Its: _____
[title of signatory]

CERTIFICATE OF SERVICE

I, the undersigned, hereby certify that a copy of the foregoing was served on all LMM Parties by *[describe method of service]*, the new servicer described above at *[describe method of service]* and the Chapter 13 Trustee by *[describe method of service]* on the _____ day of _____, 20__.

[Name of person effectuating service]