**${companyName}**

**${companyAddress1}**

**${companyAddress2}**

**${companyAddressCSZ}**

**PHONE: ${companyPhone}**

**FAX: ${companyFax}**

${Borrower1Fullname}

${Borrower1HomeAddress}

${Borrower1CSZ}

RE: ${PropertyAddress}, ${PropertyCity}, ${StateName} ${PropertyZip}

        ${FileNumber}

Dear: ${Borrower1Fullname}:

    Enclosed please find the recent checks that you returned to our firm. Your mortgage lender is the only entity that may authorize us to recut any checks. Please obtain and provide us with that written approval accordingly.

    Thank you.

                                                                                    Sincerely,

                                                                                     ${companyName}

                                                                                     ${UserName}