

Dear

I am writing to inform you of a change in my payment concerning my mortgage loan under account/loan number _____ .

I currently have my payment automatically withdrawn from my

Checking Account

Savings Account

from _____ on the _____ of the month.

NAME OF FINANCIAL INSTITUTION

DATE

I would like to cancel this monthly payment transaction and submit this letter as written notification of my intent to cancel. I understand I need to give you advance notice prior to the next scheduled payment transaction. Therefore, I expect the last transaction to be the one dated _____.

PAYMENT DATE

Thank you for your prompt attention to this cancellation request.

Sincerely,

SIGNATURE

PRINT NAME