**Mortgage Letter of Explanation**

February 2, 20XX

To Whom It May Concern:

I am writing to state specifically my sincere desire to work with Countrywide Home Loans to arrive at a workable solution regarding my mortgage balance of $327,000 so that I do not foreclose on March 3, 20XX. It is my primary objective and my goal to stay current with my loan and to remain in my home.

**SHOW HOUSEHOLD INCOME/EMPLOYMENT WHEN LAST MORTGAGE WAS GIVEN (optional but helpful):**

When I refinanced the house in October, 20XX, I showed a total net monthly income of $10,000: $6,000 from employment with Ford Motor Company and $4,000 from the family electrical contracting business.

**EXPLANATION:**

I was laid off from Ford Motor Company in October, 20XX. The family electrical contracting business was yielding enough income to make up for the difference. Payments were made until November, 20XX. Starting in November, 20XX, the electrical contracting business slowed because of the economy and completed jobs under contract have not been paid on.

**WHAT IS BEING DONE TO RESOLVE:**

In January, 20XX our electrical contracting business received preferred status by the City of Atlanta as a minority business and were bonded which created more stability for the family business. We have been awarded 2 state contracts, one which we have already started and the other starts at the end of January, 20XX. This nets our business $6,000 to $7,000 monthly starting March 1, 2009. The state pays every 30 days. A profit and loss sheet is attached. Our total net monthly household income is $5,988.00 and our total monthly expenses, including mortgage, taxes and insurance, are $5,688.00.

**CURRENT MARKET VALUE OF PROPERTY (optional but helpful):**

I also wanted you to know that I asked a realtor to give a comparable market analysis to determine our home’s current value and I have learned that it is worth $350,000 versus our loan amount of $405,000.

**REQUEST TO LENDER:**

My family and I are truly grateful for the opportunity that you’ve given us to own our own home and have every intention of keeping it for a long time, as well as making the mortgage payments for it. Would you modify my loan, placing the delinquent payments at the end, reduce the interest rate, and extending the period to 30 years? Will you also waive the late fees and attorney fees?

Upon agreement with Countrywide, I can make an immediate payment of $2,500.

I, Jane Doe, state the information provided above to be true and correct to the best of my knowledge.

Sincerely and respectfully,

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Jane L. Doe (Signature) Jane L. Doe (Printed) Date