

**NOTICE OF INTENTION TO FORECLOSURE A RESIDENTIAL PROPERTY**

(Pursuant to DC ST § 42-815)

**Government of the  
District of Columbia**  
Office of Tax and  
Revenue  
Recorder of Deeds  
1101 4th Street, SW  
5<sup>th</sup> Floor  
Washington, DC 20024  
Phone (202) 727-5374

Square \_\_\_\_\_ Suffix \_\_\_\_\_ Lot \_\_\_\_\_

(List name and address of each owner of the real property  
encumbered by said deed of trust, mortgage, or security  
instrument.)

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

From: \_\_\_\_\_ Telephone: \_\_\_\_\_

YOU ARE HEREBY NOTIFIED THAT IN ORDER TO SATISFY THE  
DEBT SECURED BY THE DEED OF TRUST, MORTGAGE, OR  
OTHER SECURITY INSTRUMENT, THE REAL PROPERTY OR  
CONDOMINIUM UNIT HEREIN DESCRIBED WILL BE SOLD AT  
A FORECLOSURE SALE TO BE HELD ON \_\_\_\_\_,  
20\_\_\_\_, AT THE OFFICE OF \_\_\_\_\_

AT \_\_\_\_\_ A.M./P.M. THIS SALE DATE IS SUBJECT TO  
POSTPONEMENT FOR A PERIOD NOT TO EXCEED THIRTY (30)  
CALENDAR DAYS FROM THE ORIGINAL DATE OF  
FORECLOSURE SALE, AFTER WHICH THIS NOTICE OF  
FORECLOSURE SHALL EXPIRE.

Security instrument recorded in the land records of the District of  
Columbia at the Recorder of Deeds on \_\_\_\_\_,  
Instrument No: \_\_\_\_\_.

Maker of the Note secured by the instrument (including last  
known address and telephone number): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of property: \_\_\_\_\_  
\_\_\_\_\_  
(two-story brick, dwelling, apartment building, vacant lot, condominium unit, etc.)  
Address: \_\_\_\_\_  
\_\_\_\_\_

Square: \_\_\_\_\_ Lot: \_\_\_\_\_ or Parcel No: \_\_\_\_\_

Holder of Note (including name, address and telephone  
number): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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Square \_\_\_\_\_ Suffix \_\_\_\_\_ Lot \_\_\_\_\_

The current balance owed on the note is \$ \_\_\_\_\_.  
The amount of \$ \_\_\_\_\_ is needed to cure the default (of which \$ \_\_\_\_\_, as of the date of this Notice, are fees and costs incurred). Additional fees, costs and monthly payments reasonably expected to be incurred through the fifth business day prior to the date of sale are \$ \_\_\_\_\_.

Name, address and telephone number of the person to contact to stop the foreclosure sale: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that a Notice of Intention to Foreclose a Residential Mortgage was sent to the present owner(s) of the real property encumbered by said deed of trust, mortgage, or other security instrument described above, by certified mail, return receipt and first class mail required on \_\_\_\_\_, 20\_\_;  
and I further certify that I understand that DC ST § 42-815 prohibits any foreclosure sale under a power of sale provision contained in any deed of trust, mortgage or other security instrument until after the owner(s) of the real property encumbered by said deed of trust, mortgage or security instrument has been given written notice of such sale, and the Recorder of Deeds of the District of Columbia has received a copy of such notice at least 30 days in advance of such sale.

\_\_\_\_\_  
Date                      Signature of Note Holder, Agent or Preparer

This Notice of Intention to Foreclose a Residential Mortgage was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by \_\_\_\_\_ (name of person) as \_\_\_\_\_ (type of authority, e.g., officer, trustee, etc.) of \_\_\_\_\_ (name of party on behalf of whom instrument was executed).

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

Mediation Certificate No.: \_\_\_\_\_  
Certificate Expiration Date: \_\_\_\_\_

When recorded, mail to:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_