



PRINCIPAL BALANCE REDUCTION - PAY DOWN NOTIFICATION

Date: _____

To: CBC Mortgage Agency

RE: Loan # _____

Borrower(s) Name(s): _____

Amount of Principal Reduction
\$ _____ Reason for Principal

Reduction: _____

Current UPB Calculation

• Beginning Principal Balance: \$ _____

• Minus Principal Reduction: \$ _____

• New Principal Balance: \$ _____

By: _____ Date: _____

Title: _____

Name: _____