



<Month Day, YYYY>

RE: Your Insurance Claim Funds—Member Affidavit

<NAME1>

<NAME2>

<ADDRESS1>

<ADDRESS2>

<CITY>, <STATE> < ZIP>

RE: Loan <LOAN_NUM>

<PROP_ADDR1>

<PROP_ADDR2>

<PROP_CITY>, <PROP_STATE> <PROP_ZIP>

Dear <Name>,

To complete the processing of the insurance claim on the above-referenced property, please sign the enclosed affidavit and return it promptly to:

Navy Federal Credit Union
Attn: Insurance Claims, Mortgage Servicing Division
PO Box 3304
Merrifield, VA 22119-3304

Please note that both the borrower and the co-borrower (if applicable) must sign the affidavit. Be sure to retain a copy for your records.

Should you have questions about the processing of your claim, please contact us at 888-842-6328. Someone will be available to assist you weekdays from 7:30 am to 11:00 pm, and on Saturdays from 9:00 am to 11:00 pm, Eastern Time.

Once again, thank you for choosing Navy Federal.

Sincerely,

Tammy Porter
Supervisor
Mortgage and Equity Insurance Section



Member Name: <NAME>
RE: Loan <LOAN_NUM>
<PROP_ADDR1>
<PROP_ADDR2>
<PROP_CITY>, <PROP_STATE> <PROP_ZIP>

MEMBER AFFIDAVIT

I/We acknowledge that the release of the insurance claim funds for \$<AMOUNT> will be forwarded to me/us once Navy Federal has received this signed affidavit. I/We certify that these funds will be used for the repair of the above-referenced property according to the estimate of loss provided by the insurance company; and a materialman's and/or mechanic's lien will not be placed on the above-referenced property in connection with the completed repairs.

Upon receipt of this affidavit, please sign and return it to expedite the release of the claim funds.

Borrower's Signature _____ Date _____

Co-Borrower's Signature _____ Date _____
(if applicable)

