



<Month Day, YYYY>

RE: Insurance Claim Funds—Contractor Affidavit

<NAME1>

<NAME2>

<ADDRESS1>

<ADDRESS2>

<CITY>, <STATE> < ZIP>

RE: Loan <LOAN_NUM>

<PROP_ADDR1>

<PROP_ADDR2>

<PROP_CITY>, <PROP_STATE> <PROP_ZIP>

Dear <CONTRACTOR COMPANY >:

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

Be sure to retain a copy for your records.

Should you have questions about the processing of this 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.

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>

CONTRACTOR AFFIDAVIT

I/We acknowledge that the insurance claim funds have been released to me/us by Navy Federal for the repair of the above-referenced property. I/We certify that these funds will be used for the repair of the 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.

Please sign and return this affidavit within 10 business days of receipt of funds.

Date

Signature of Authorized Representative of
<CONTRACTOR COMPANY>

