



121 W Fireweed Lane, Suite 150  
 Anchorage, AK 99503  
 907-272-1541, fax 907-272-2046  
 www.f-m-i.biz / www.fmialaska.biz

Account No.: \_\_\_\_\_

## Modification of Installment Contract Collection Agreement

You are hereby directed to modify the First Mortgage, Inc., Installment Contract Collection Agreement, records as indicated by the below instructions\*. By signing below we have read and accept all terms as follows:

**(A) Payment Amounts, Dates and Due in Full.**

- The monthly payment shall be increased to \$ \_\_\_\_\_ effective: \_\_\_\_\_
- The monthly payment shall be decreased to \$ \_\_\_\_\_ effective: \_\_\_\_\_
- Change Monthly Due Date from: \_\_\_\_\_ to \_\_\_\_\_  Due In Full: \_\_\_\_\_
- Initiate reserve payments of \$ \_\_\_\_\_  Retained  Pass-Thru (attach pay list)

Additional Instructions: \_\_\_\_\_

**(B) Principal Balance / Payment Adjustments. (dates must be provided for below adjustments)**

- Increase principal balance by: \$ \_\_\_\_\_ for a total balance of \$ \_\_\_\_\_  
 Effective: \_\_\_\_\_ Next payment due: \_\_\_\_\_  
 Interest accrued through \_\_\_\_\_ is waived. Interest to accrue as of \_\_\_\_\_  
(date) (date)
- Decrease principal balance by \$ \_\_\_\_\_ for a total balance of \$ \_\_\_\_\_  
 Effective: \_\_\_\_\_ Next payment due: \_\_\_\_\_  
 Interest accrued through \_\_\_\_\_ is waived. Interest to accrue as of \_\_\_\_\_  
(date) (date)
- Payments made outside of escrow as follows:  
 Amount paid \$ \_\_\_\_\_ Date \_\_\_\_\_ Next payment due \_\_\_\_\_  
 Amount paid \$ \_\_\_\_\_ Date \_\_\_\_\_ Next payment due \_\_\_\_\_

Additional Instructions: \_\_\_\_\_

**(C) Interest Adjustments. (dates must be provided for below adjustments)**

- Increase interest rate to \_\_\_\_\_ % effective \_\_\_\_\_  
 Interest accrued through \_\_\_\_\_ is waived. Interest to accrue as of \_\_\_\_\_  
(date) (date)
- Decrease interest rate to \_\_\_\_\_ % effective \_\_\_\_\_  
 Interest accrued through \_\_\_\_\_ is waived. Interest to accrue as of \_\_\_\_\_  
(date) (date)

Additional Instructions: \_\_\_\_\_

**(D) Late Charges.**

- Increase late charge to \_\_\_\_\_ after \_\_\_\_\_ days, effective \_\_\_\_\_
- Decrease late charge to \_\_\_\_\_ after \_\_\_\_\_ days, effective \_\_\_\_\_

Additional Instructions: \_\_\_\_\_

**(E) Other:** \_\_\_\_\_

*All other terms and conditions are to remain the same and unchanged.*

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 SSN / EIN \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 SSN / EIN \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 SSN / EIN \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 SSN / EIN \_\_\_\_\_

\* This Modification is for the purpose of changing First Mortgage, Inc. records only. It is not intended to be a substitute for any other documents that may be required. In the event of a conflict, this agreement shall control and is executed for the purpose of providing instructions to FMI, and for no other purpose. Modifications may be subject to additional fees, please consult First Mortgage, Inc.