§ 19.16 Basic notice requirements. In addition to any other information that may be required or seem appropriate, any notice given under this article must contain the following:

1. The name of the lender, if known.

2. The last address of the lender, if known.

3. A brief description of the property on loan.

4. The date of the loan, if known.

5. The name and address of the office.

6. The name, address, and telephone number of the person to be contacted regarding the property.