

# Lien Satisfaction Confirmation Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request confirmation of lien satisfaction for the following account: [Account Number or Property Address]. As you are aware, the lien was placed on this property on [Lien Date] and has been satisfied as of [Satisfaction Date].

To complete my records and ensure that all obligations have been fulfilled, I kindly ask that you provide a written confirmation indicating the satisfaction of the lien.

Thank you for your attention to this matter. I look forward to your prompt reply.

Sincerely,

[Your Name]