

Property Lien Release Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the release of the property lien associated with my property located at [Property Address]. I have completed all necessary payments as per our agreement and would like to ensure that the lien is removed from public records.

Details of the lien are as follows:

- Property Address: [Property Address]
- Loan/Account Number: [Loan/Account Number]
- Date of Lien: [Date of Lien]

Please find attached proof of payment for your reference. I kindly ask that you process this request at your earliest convenience and provide me with a confirmation of the lien release.

Thank you for your prompt attention to this matter. Should you have any questions or require further information, please feel free to contact me at [Your Phone Number] or [Your Email].

Sincerely,

[Your Name]