

Property Lien Release Request

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient's Name]
[Recipient's Position]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request the release of a lien placed on my commercial property located at [Property Address], which was recorded on [Date of Lien Record]. The lien was for [amount] pertaining to [reason for lien].

As of [Date], the obligations related to this lien have been fulfilled, and I am requesting the necessary documentation to release the lien from the public records. Enclosed are the relevant documents that support my claim, including [list any attached documents].

I would appreciate your prompt attention to this matter, and I look forward to your reply. Please do not hesitate to contact me if you need any additional information.

Thank you for your cooperation.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company Name, if applicable]