

Tax Lien Discharge Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Agency Name]

[Agency Address]

[City, State, Zip Code]

Subject: Request for Discharge of Tax Lien

Dear [Recipient Name],

I am writing to formally request the discharge of a tax lien that has been placed on my property, located at [Property Address]. The lien was filed on [Date of Lien] under the reference number [Lien Reference Number].

As of [Date], I have paid off the outstanding tax obligations associated with the lien, and I have attached the relevant documentation to support this request, including proof of payment and any court documentation necessary for verification.

I kindly ask for your prompt attention to this matter and look forward to receiving a confirmation of the discharge of the tax lien. Should you require any further information or additional documentation, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your assistance.

Sincerely,

[Your Name]