

# Mortgage Deed Clearance Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Legal Authority Name]

[Authority Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to formally request clearance of the mortgage deed for the property located at [Property Address], which is under my ownership.

The mortgage was settled on [Date of Settlement], and I have obtained all necessary documents proving the clearance of this mortgage. Enclosed with this letter are copies of the following documents:

- Mortgage Deed
- Settlement Statement
- Letter of No Objection from the lender

Please let me know if there are additional requirements or if there are any forms that need to be completed as part of this request. I would appreciate your prompt attention to this matter to facilitate the clearance process.

Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]