

Loan Payoff Amount Request

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to request the payoff amount for my mortgage loan associated with the property located at [Property Address]. My loan account number is [Loan Account Number].

Please provide me with the exact payoff amount, including any interest and fees, in order to facilitate my loan closure. I would appreciate it if you could send this information to my address or to my email address provided above.

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

Sincerely,

[Your Name]