

Confirmation Request for Mortgage Payoff Statement Delivery

Dear [Lender's Name or Customer Service],

I hope this message finds you well. I am writing to confirm the delivery method for my mortgage payoff statement associated with account number [Your Account Number].

As I anticipate concluding my mortgage, I kindly request that the payoff statement be sent to me via [preferred delivery method: email/mail/fax]. If possible, please send it to the following address:

[Your Address or Email Address]

Thank you for your assistance in this matter. I look forward to your prompt response to confirm the delivery method.

Sincerely,

[Your Name]

[Your Contact Information]