

Mortgage Payoff Statement Inquiry

Date: [Insert Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to request a mortgage payoff statement for my current loan as I am in the process of refinancing. The details of my mortgage are as follows:

- Borrower Name: [Your Name]
- Loan Number: [Your Loan Number]
- Property Address: [Property Address]

As part of the refinancing process, I need an accurate payoff amount to ensure a smooth transition. I would appreciate it if you could provide the payoff statement at your earliest convenience. If additional information is needed, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]