

Mortgage Payoff Statement Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, ZIP Code]

Dear [Lender's Name],

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

This statement is necessary for my records and to confirm the remaining balance on my mortgage. Please include all relevant details, including any applicable fees and the total amount required to pay off the loan.

I appreciate your prompt attention to this matter and look forward to receiving the payoff statement at your earliest convenience. Should you need any further information, please do not hesitate to contact me.

Thank you for your assistance.

Sincerely,

[Your Name]