

Request for Mortgage Payoff Statement

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

I am writing to formally request a payoff statement for my mortgage associated with the property located at [Property Address]. I am currently in the process of selling the property and need the exact payoff amount to proceed with the transaction.

Details of the mortgage are as follows:

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

I would appreciate if you could provide the payoff statement by [insert desired date], if possible. If you require any further information or documentation from my side, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]