

Mortgage Subordination Request

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 subordination of my existing mortgage loan for the property located at [Property Address]. I am in the process of refinancing my current mortgage and it is necessary for my lender to subordinate your mortgage to the new loan.

The details of the original mortgage loan are as follows:

- Loan Number: [Insert Loan Number]
- Original Loan Amount: [Insert Amount]
- Date of Loan: [Insert Date]

I understand that this request may require additional documentation or an assessment of my current financial situation. I am willing to provide any necessary information to facilitate this process.

Please let me know if there are any forms or procedures that I need to complete. I appreciate your attention to this matter and look forward to your prompt response.

Thank you for your assistance.

Sincerely,

[Your Name]