

# Balloon Mortgage Payoff Documentation 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 hope this message finds you well. I am writing to request the necessary documentation for the payoff of my balloon mortgage associated with the property located at [Property Address]. The balloon payment is due on [Due Date], and I would like to ensure that I have all the required information to proceed with the payoff.

Please provide me with the following information:

- The total payoff amount as of [Specific Date]
- Any applicable fees or charges associated with the payoff
- The process for submitting the payoff amount
- Any other documentation necessary for the payoff

Sincerely,

[Your Name]