

# Mortgage Payoff 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 the payoff amount for my fixed-rate mortgage loan with account number [Insert Account Number].

As of [Insert Date], I would like to know the total amount required to pay off the mortgage in full, along with any pertinent details regarding the process.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]