

Mortgage Payoff Request

Date: [Insert Date]

[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 mortgage loan associated with the property located at [Property Address]. My account number is [Account Number].

The details are as follows:

- Borrower's Name: [Your Name]
- Loan Number: [Loan Number]
- Property Address: [Property Address]
- Request for Payoff Date: [Desired Payoff Date]

I would appreciate it if you could provide me with the total payoff amount, including any interest or fees that may apply. Please send the information to my email address at [Your Email Address] or my mailing address listed below:

[Your Mailing Address]

[City, State, Zip Code]

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

Sincerely,

[Your Name]

[Your Phone Number]