

# Request for Final Mortgage Payoff Details

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 am writing to request the final payoff details for my mortgage loan with the loan number [Insert Loan Number]. I plan to pay off my mortgage and would appreciate your assistance in providing the exact amount required to settle my account, along with any relevant payment instructions.

Please include the following information in your response:

- The total amount due to pay off the mortgage.
- Any potential fees or penalties associated with the payoff.
- The valid date range for the payoff amount.
- Payment methods accepted for the payoff.

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

Sincerely,

[Your Name]