

# Home Equity Loan Pay-Off 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 pay-off amount for my home equity loan associated with account number [Insert Account Number]. I intend to pay off this loan in full and would appreciate if you could provide me with the exact amount required to settle the loan, including any applicable fees or charges.

For your reference, my loan details are as follows:

- Borrower's Name: [Your Name]
- Property Address: [Your Property Address]
- Loan Account Number: [Insert Account Number]

Please send the pay-off statement to my mailing address listed below:

[Your Address]

[City, State, Zip Code]

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

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]