

Notification Request for Lien Clearance

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request clearance on the lien associated with [Property Address or Detailed Description].

As per my records, this lien was placed on [Insert Date], and all necessary payments have been made as of [Insert Date of Last Payment]. I kindly request a confirmation of the lien's clearance at your earliest convenience.

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

Sincerely,

[Your Name]

[Your Position, if applicable]