

Request for Lien Release

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Loan Company Name]

[Loan Company Address]

[City, State, Zip Code]

Dear [Loan Company Contact/Customer Service],

I am writing to formally inquire about the lien release related to my personal loan with your company. The details of my loan are as follows:

- Loan Account Number: [Insert Loan Account Number]
- Borrower's Full Name: [Insert Your Name]
- Loan Amount: [Insert Loan Amount]
- Date of Loan: [Insert Date of Loan]

As I have fulfilled all payment obligations and successfully paid off the loan, I kindly request a lien release document to be sent to my address listed above.

I appreciate your prompt attention to this matter and look forward to your response.

Thank you.

Sincerely,

[Your Name]