

Petition for Lien Removal

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient's Title or Department]

[Company/Organization Name]

[Address of Recipient]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request the removal of the lien placed against my property located at [Property Address] due to the payment I have made in full on [Date of Payment]. The lien was filed on [Date of Lien Filing] under the reference number [Lien Reference Number].

Enclosed are copies of relevant documents, including proof of payment, which I believe substantiates my request for lien removal. As the payment has been satisfactorily completed, I kindly ask that the necessary actions be taken to release the lien forthwith.

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

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]