

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Mortgage Lender Name]

[Lender Address]

[City, State, Zip Code]

**RE: Mortgage Verification Request**

To Whom It May Concern,

I am writing to formally request a verification of mortgage for the account listed below. This information is required for [Reason for Request, e.g., refinancing, loan application, or audit].

**Account Information:**

- **Borrower Name(s):** [Full Name of Borrower(s)]
- **Property Address:** [Full Property Address]
- **Account Number:** [Mortgage Account Number]
- **Social Security Number (Last 4 digits):** [XXX-XX-0000]

Please provide the following details regarding this account:

- Original Loan Amount and Date
- Current Principal Balance
- Current Interest Rate and Loan Type
- Monthly Payment Amount (Principal, Interest, Taxes, and Insurance)
- Payment History for the last 12 months
- Next Due Date
- Current Status of Account (Current, Delinquent, etc.)

Attached to this letter is a signed authorization from the borrower(s) permitting the release of this information.

Please send the completed verification to [Your Email Address] or by mail to the address listed at the top of this letter.

Thank you for your prompt attention to this request.

Sincerely,

[Your Signature]

[Your Printed Name]