

Date: [Insert Date]

To: [Mortgage Lender Name]

Payoff Department

Address: [Lender Address]

Fax/Email: [Lender Fax or Email]

RE: Authorization to Release Payoff Information

Borrower Name(s): [Insert Full Name(s)]

Property Address: [Insert Full Property Address]

Loan Number: [Insert Mortgage Account Number]

To Whom It May Concern,

I/We, the undersigned borrower(s), hereby authorize [Name of Third Party/Company] to request and receive a formal payoff statement regarding the above-referenced mortgage account.

Please provide [Name of Third Party/Company] with the following information:

- Current payoff balance, including per diem interest.
- Statement of any escrow balances or shortages.
- Details regarding any fees or prepayment penalties.
- Instructions for wire transfers or certified funds.

This authorization shall remain in effect until the loan is paid in full or until I/we revoke this authorization in writing.

Third-Party Contact Information:

Name: [Contact Person Name]

Company: [Company Name, if applicable]

Phone: [Phone Number]

Email: [Email Address]

Sincerely,

[Borrower Signature]

[SSN - Last 4 digits: XXX-XX-____]

[Co-Borrower Signature, if applicable]

[SSN - Last 4 digits: XXX-XX-____]