

[Lender Name]
[Lender Address]
[City, State, Zip Code]
[Phone Number]

[Date]

[Borrower Name]
[Property Address]
[City, State, Zip Code]

Subject: Estimated Payoff Statement

Account Number: [HELOC Account Number]

Dear [Borrower Name],

Pursuant to your request, below is the estimated payoff information for your Home Equity Line of Credit (HELOC). Please note that these figures are subject to final verification and may change based on the actual date funds are received.

Payoff Calculation:

- Principal Balance: \$[0.00]
- Accrued Interest (through [Payoff Date]): \$[0.00]
- Estimated Recording/Release Fees: \$[0.00]
- Other Fees (e.g., Prepayment/Processing): \$[0.00]
- **Total Estimated Payoff Amount: \$[0.00]**

Important Information:

- This payoff is valid through: [Expiration Date]
- Daily Interest Rate: \$[0.00]
- The line of credit will be frozen upon receipt of these funds to prevent further draws.
- If this is a request to close the account, please sign the enclosed "Authorization to Close Account" form.

Payment Instructions:

Please send funds via [Wire Transfer/Certified Check].
[Insert Wiring Instructions or Mailing Address for Payoff]

Sincerely,

[Name/Department]
[Lender Name]