

[Company Name]
[Address Line 1]
[City, State, Zip Code]
[Phone Number]
[Date]

[Borrower Name]
[Address Line 1]
[City, State, Zip Code]

RE: Updated Payoff Statement

Account Number: [Loan/Account Number]
Property Address: [Property Address, if applicable]

Dear [Borrower Name],

Pursuant to your request, please find the updated payoff figures for the above-referenced account. This statement supersedes any previous payoff quotes provided.

Payoff Calculation:

- Principal Balance: \$[0.00]
- Interest (to date): \$[0.00]
- Per Diem Interest (Daily Rate): \$[0.00]
- Fees/Other Charges: \$[0.00]
- **Total Amount to Pay: \$[0.00]**

This payoff amount is valid through: **[Expiration Date]**.

To ensure the account is closed correctly, funds must be received by the expiration date listed above. If payment is received after this date, additional daily interest will apply. Please include your account number on all payment methods.

Payment Instructions:

[Wire Transfer Instructions or Mailing Address for Certified Funds]

If you have any questions regarding this statement, please contact our customer service department at [Phone Number].

Sincerely,

[Name/Department]
[Company Name]