

Date: [Insert Date]

Lender Name: [Insert Lender Name]

Lender Address: [Insert Street Address]

City, State, Zip: [Insert City, State, Zip]

Borrower Name(s): [Insert Name]

Property Address: [Insert Property Address]

Loan Number: [Insert Loan Number]

FHA/VA Case Number: [Insert Case Number]

**RE: PAYOFF STATEMENT - GOVERNMENT INSURED MORTGAGE
MODIFICATION**

Dear [Insert Borrower Name],

This letter provides the payoff amount for your mortgage modification. This amount is valid through [Insert Expiration Date].

Payoff Calculation:

- Principal Balance: \$[Insert Amount]
- Deferred Principal Balance (Partial Claim): \$[Insert Amount]
- Accrued Interest: \$[Insert Amount]
- Escrow Advances/Shortage: \$[Insert Amount]
- Recording Fees: \$[Insert Amount]
- Other Fees: \$[Insert Amount]
- **TOTAL PAYOFF AMOUNT: \$[Insert Total Amount]**

Payment Instructions:

Please send certified funds or wire transfer to the following:

Bank Name: [Insert Bank Name]

ABA/Routing Number: [Insert Number]

Account Number: [Insert Number]

Reference: [Insert Loan Number]

Upon receipt of the total payoff amount, the lien on the property will be released, and the mortgage will be marked as paid in full. If funds are received after [Insert Expiration Date], additional per diem interest of \$[Insert Amount] will apply.

Sincerely,

[Insert Name/Department]
[Insert Lender Name]
[Insert Phone Number]