

**[Date]**

**[Borrower Name]**

[Borrower Address]

[City, State, Zip Code]

**RE: SATISFACTION OF MORTGAGE / RELEASE OF COLLATERAL**

**Loan Number:** [Primary Loan Number]

**Collateral Property Address:** [Address of Property Being Released]

**Related Loan Numbers (Cross-Collateralized):** [List Other Loan Numbers]

To Whom It May Concern,

This letter serves as formal notification that **[Lender Name]** (the "Lender") has received full payment and satisfaction of the indebtedness secured by the mortgage/deed of trust dated **[Date of Original Document]**, recorded in **[County/Office]**, in Book **[Number]**, Page **[Number]**, or Instrument Number **[Number]**.

The Lender hereby acknowledges that the property located at **[Full Legal Address of Property]** is released from the cross-collateralization provisions associated with the above-referenced loan accounts. The Lender further confirms that it no longer holds a security interest in the aforementioned property.

The Lender is in the process of filing a formal Satisfaction of Mortgage (or Reconveyance) with the appropriate land records office to officially discharge the lien. Please allow **[Number]** days for the recording process to be finalized.

This release is specific only to the property described above. All other properties remaining as collateral for any outstanding cross-collateralized loans shall remain subject to the terms and conditions of their respective security agreements.

Sincerely,

**[Authorized Signatory Name]**

[Title]

[Lender Name]

**[Notary Acknowledgement Block - Optional/As Required by State]**