

[Lending Institution Name]
[Address]
[City, State, Zip Code]
[Date]

To the Estate of [Deceased Borrower Name],

Subject: Notice of Mortgage Satisfaction

Account Number: [Account Number]
Property Address: [Full Property Address]

This letter serves as official notification that the mortgage loan associated with the above-referenced account and property has been paid in full as of [Date of Final Payment].

The total balance is now \$0.00. We have initiated the process to release the lien on the property. Please find the following enclosed/attached:

- The original Promissory Note marked "Paid in Full."
- A copy of the recorded Satisfaction of Mortgage/Release of Lien (or a notice that it has been sent to the County Recorder's office).
- Refund check for any remaining escrow balance (if applicable).

The Estate is advised to keep these documents for its records. Please ensure that the local tax authority and homeowners insurance provider are notified that the mortgage has been satisfied.

If there are any questions regarding this account, please contact our Customer Service Department at [Phone Number].

Sincerely,

[Name of Representative]
[Title]
[Lending Institution Name]