

[Lender Name]  
[Lender Address]  
[City, State, Zip Code]  
[Date]

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

**Subject: Notification of Loan Satisfaction and Escrow/MIP Refund**

Dear [Borrower Name],

This letter serves as official notification that your FHA mortgage loan, account number [Account Number], has been paid in full and is now satisfied. We have processed the release of the lien and filed the necessary satisfaction documents with the [County Name] Recorder's Office.

**Payoff Details:**

- Payoff Date: [Date]
- Final Payment Amount: \$[Amount]

**Refund Information:**

As a result of the final reconciliation of your account, we have identified an overpayment or remaining balance in your escrow account and/or a pro-rated Mortgage Insurance Premium (MIP) refund.

- Escrow Balance Refund: \$[Amount]
- MIP Refund (if applicable): \$[Amount]
- **Total Refund Amount: \$[Total Amount]**

A check for the total refund amount is enclosed with this letter. If the check is not enclosed, it will be mailed separately to your address on file within [Number] business days.

Please retain this letter for your permanent records. If you have any questions regarding your payoff or the refund amount, please contact our Customer Service Department at [Phone Number] or visit our website at [Website URL].

Thank you for the opportunity to have serviced your mortgage.

Sincerely,

[Name/Department]  
[Lender Name]