

Date: [Date]

To:

[County Recorder/Registrar of Deeds]

[Office Address]

[City, State, Zip Code]

RE: RELEASE OF DEED OF TRUST / MORTGAGE SATISFACTION

To Whom It May Concern,

Notice is hereby given that the indebtedness secured by the Deed of Trust described below has been paid in full and is hereby satisfied and discharged.

Property Information:

- **Grantor/Borrower:** [Name of Borrower]
- **Grantee/Lender:** [Name of Lender]
- **Trustee:** [Name of Trustee, if applicable]
- **Date of Deed of Trust:** [Date of Original Document]
- **Recording Date:** [Date Document was Recorded]
- **Instrument/Document Number:** [Number]
- **Book/Volume:** [Number] **Page:** [Number]
- **Property Address:** [Full Physical Address]
- **Legal Description:** [Insert Legal Description or Attach as Exhibit A]

The undersigned, being the current beneficiary/holder of said Deed of Trust, hereby authorizes and directs the County Recorder to cancel, release, and discharge this instrument of record.

Sincerely,

[Signature of Authorized Representative]

[Printed Name]

[Title]

[Lending Institution Name]

NOTARY ACKNOWLEDGMENT

State of _____

County of _____

On this ____ day of _____, 20__, before me personally appeared [Name of Representative], known to me to be the person who executed the within instrument on behalf of [Lending Institution] and acknowledged to me that such corporation executed the same.

Notary Public
My Commission Expires: [Date]