

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

[Date]

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

RE: Partial Release of Mortgage / Lien

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

To Whom It May Concern,

This letter serves as formal notification that [Lender Name] ("Lender") hereby releases its lien and security interest in a specific portion of the real property currently held as collateral for the above-referenced loan.

Description of Released Property:

[Insert Legal Description of the specific parcel or portion being released, including Lot/Block/Plat details].

Description of Retained Property:

[Lender Name] expressly retains its mortgage lien and security interest on the remainder of the property described in the original Mortgage dated [Original Mortgage Date], recorded in [County/Office] at [Book/Page/Instrument Number].

This partial release is granted in consideration of [Terms, e.g., payment of principal amount \$0,000.00] and does not impair the validity of the lien on the remaining property or the personal liability of the Borrower under the Note.

Please find the enclosed executed Partial Release of Mortgage document for recording purposes. Please return a file-stamped copy to our office once the recording is complete.

Sincerely,

[Signature]
[Name of Authorized Officer]
[Title]
[Lender Name]

Enclosure: Executed Partial Release of Mortgage