

[Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

RE: Request for Partial Release of Mortgage for Easement Granting

Loan Number: [Your Loan Number]

Property Address: [Your Property Address]

To Whom It May Concern,

I am writing to formally request a partial release of mortgage for the property referenced above. I am currently in the process of granting an easement to [Name of Grantee/Entity, e.g., Utility Company or City] for the purpose of [Purpose of Easement, e.g., utility installation or driveway access].

The proposed easement covers a portion of the property described as follows: [Brief Legal Description or Reference to Attached Exhibit].

Enclosed for your review are the following documents:

- A copy of the proposed Easement Agreement.
- A survey or plat map highlighting the easement area.
- [Optional: An appraisal or valuation regarding the impact on property value].
- [Optional: Processing fee, if required by lender].

Please provide the necessary Consent and Joinder or Partial Release document to ensure that the easement is superior to your mortgage lien. Should you have any questions or require further documentation, please contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]