

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Lender/Bank Name]  
[Loss Mitigation/Lien Release Department]  
[Lender Address]

RE: Request for Partial Release of Mortgage - Eminent Domain Action  
Property Address: [Property Address]  
Loan Number: [Your Loan Number]

To Whom It May Concern,

I am writing to formally request a partial release of mortgage for the property referenced above. A portion of this property is being acquired by [Name of Government Agency] through an eminent domain proceeding for the [Name of Project, e.g., Highway Expansion Project].

The acquisition involves [Brief description of land being taken, e.g., 0.5 acres along the northern boundary] and does not include the primary residence or any significant structures. The government agency has offered a total compensation of \$[Amount].

Enclosed please find the following documents for your review:

- A copy of the Notice of Taking/Offer Letter from the government agency.
- A legal description and survey/map of the portion being acquired.
- An appraisal report detailing the value of the property before and after the taking.
- [Optional: A check for the required administrative processing fee, if applicable].

I request that you review these materials and provide the necessary partial release documentation so that the government agency may clear the title for the acquisition. Please specify if any portion of the compensation funds must be applied toward the principal balance of the loan to maintain the required loan-to-value ratio.

Thank you for your prompt attention to this matter. Please contact me at [Phone Number] or [Email] if you require additional information.

Sincerely,

[Your Signature]  
[Your Printed Name]