

[Current Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

RE: Notice of Satisfaction and Request for Lien Release

Borrower Name(s): [Your Name(s)]

Account Number: [Your HELOC Account Number]

Property Address: [Full Address of the Property]

To Whom It May Concern,

This letter is to formally confirm that the Home Equity Line of Credit (HELOC) associated with the above-referenced account and property has been paid in full and the account has been closed as of [Date of Final Payment].

I am requesting that [Lender Name] execute and record a formal Release of Lien, Satisfaction of Mortgage, or Reconveyance with the [County Name] Recorder's Office to clear the title of the property. Please ensure that all necessary documentation is filed to reflect that the debt is satisfied and the lien is discharged.

Once the lien release has been recorded, please send a copy of the recorded document or a confirmation letter to my current mailing address:

[Mailing Address]

[City, State, Zip Code]

If there are any fees required to process this release that were not included in the final payoff amount, or if you require further information, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]