

[Current Date]

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

**RE: RELEASE OF PROMISSORY NOTE AND SATISFACTION OF DEBT**

To [Borrower Name],

This letter serves as formal acknowledgement and release regarding the Promissory Note dated [Date of Original Note], in the original principal amount of \$[Amount].

The Lender, [Lender Name], hereby confirms that the Borrower has paid the full balance of the debt, including all principal, interest, and any applicable fees. As of [Date of Final Payment], the obligations under the aforementioned Promissory Note have been satisfied in full.

Lender hereby releases Borrower from any and all further liabilities, claims, or obligations arising from this Note. This document shall serve as a receipt of final payment and a formal discharge of the debt. The original Promissory Note is now considered null and void.

Sincerely,

\_\_\_\_\_  
[Lender Signature]

[Lender Printed Name]  
[Lender Address]

**Witness/Notary (Optional):**

\_\_\_\_\_  
[Witness Name/Notary Public Signature]

Date: \_\_\_\_\_