

Date: [Insert Date]

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

**RE: Satisfaction and Release of Mortgage and Promissory Note**

Property Address: [Insert Full Legal Address of Property]

Loan Amount: \$[Insert Original Loan Amount]

Date of Note/Mortgage: [Insert Date of Original Documents]

Recording Information: [Insert Book/Page or Instrument Number if applicable]

To Whom It May Concern,

The undersigned, [Lender Name] ("Lender"), hereby acknowledges and confirms that the Promissory Note and Mortgage/Deed of Trust associated with the above-referenced property have been paid in full.

Lender hereby releases [Borrower Name] ("Borrower") from all further obligations and liabilities under the terms of said Promissory Note. Furthermore, Lender hereby releases, discharges, and cancels the lien created by the Mortgage/Deed of Trust recorded against the property described above.

Lender confirms that it no longer holds any legal or equitable interest in the property regarding this specific debt. Any original documents held by the Lender are enclosed herewith or have been marked "PAID IN FULL."

Please take the necessary steps to record this release with the appropriate [County/City] Recorder of Deeds or Land Registry office to clear the title of the property.

Sincerely,

[Signature of Lender/Authorized Representative]  
[Printed Name of Lender]  
[Title, if applicable]  
[Lender Address]  
[Phone Number]

**NOTARY ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this date, [Date], before me personally appeared [Name of Lender/Representative], known to me to be the person who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

\_\_\_\_\_  
Notary Public  
My Commission Expires: [Date]