

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

[Date]

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

RE: Approval of Lien Release for Cross-Collateralized Property

Dear [Borrower Name],

This letter serves as formal notification that [Lender Name] has approved your request to release the lien on the property located at [Property Address to be Released], currently held as cross-collateral for the following loan(s):

- Loan Account Number: [Loan Number 1]
- Loan Account Number: [Loan Number 2]

Based on our recent appraisal and review of your account, we have determined that the remaining collateral, located at [Address of Remaining Property], provides sufficient equity to secure the outstanding balances of your remaining obligations.

Terms of Release:

- The release is subject to a processing fee of \$[Amount].
- All monthly payments on the above-referenced loans must remain current through the date of recording.
- [Additional Condition, e.g., Principal pay-down of \$0.00].

We will execute the "Substitution of Collateral" or "Partial Release of Lien" documents upon receipt of the required fees. Please allow [Number] business days for the legal department to finalize the documentation.

Should you have any questions, please contact your loan officer at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Name of Authorized Officer]
[Title]
[Lender Name]