

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

Date: [Current Date]

Re: Mortgage Subordination and Partial Release of Mortgage for Right of Way

Borrower(s): [Name of Borrower(s)]  
Loan Number: [Loan Number]  
Property Address: [Full Property Address]  
Tax Map/Parcel ID: [Parcel ID Number]

To Whom It May Concern,

I am writing to formally request a partial release of mortgage and a subordination of your lien interest regarding a portion of the above-referenced property. This request is being made to accommodate a Right of Way easement required by [Name of Entity/Agency Requesting Right of Way] for the purpose of [Description of project, e.g., road widening or utility installation].

The proposed Right of Way affects approximately [Number of Square Feet/Acres] of the property. Enclosed with this letter, please find the following documents for your review:

- A legal description of the specific area to be released.
- A survey map/plat highlighting the Right of Way area.
- A copy of the proposed Subordination/Partial Release Agreement.
- An appraisal or valuation summary showing the impact on the remaining property value.

We request that [Lender Name] execute the enclosed documents to allow the Right of Way to proceed. Please advise if there are any processing fees or additional requirements needed to complete this transaction.

Thank you for your prompt attention to this matter. Should you have any questions, please contact me at [Phone Number] or [Email Address].

Sincerely,

[Borrower Signature]  
[Printed Name]