

Date: [Insert Date]

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

To: [Borrower Name]
[Property Address]
[City, State, Zip Code]

RE: NOTICE OF SATISFACTION AND RELEASE OF SECONDARY MORTGAGE

Loan Number: [Insert Loan Number]
Original Mortgage Date: [Insert Date]
Recording Information: [Insert Book/Page or Instrument Number]

To Whom It May Concern:

Notice is hereby given that the secondary mortgage/deed of trust held by [Lender Name] on the property located at [Property Address] has been paid in full and is hereby satisfied.

In consideration of the final payment received on [Insert Date], [Lender Name] hereby releases all interest in the aforementioned property and discharges the lien associated with the recorded mortgage referenced above.

The necessary documents to formalize this release have been submitted to the [Insert County/City Name] Recorder's Office for official filing. You should receive the recorded original document directly from the county office once processing is complete.

Please retain this letter for your permanent records as evidence that the debt has been satisfied.

Sincerely,

[Authorized Signature]
[Printed Name]
[Title]
[Lender Name]