

[Date]

[Debtor Name]

[Debtor Address]

[City, State, Zip Code]

RE: Notice of Satisfaction and Release of Liability

Dear [Debtor Name],

This letter serves as formal notification that the debt owed to [Creditor Name] in the original amount of \$[Amount], associated with [Account/Reference Number], has been paid in full.

As of [Date of Final Payment], the balance for this account is \$0.00. [Creditor Name] hereby acknowledges full satisfaction of the debt and releases [Debtor Name] from any further financial liability or obligations regarding this specific matter.

We will update our internal records to reflect this status. Any liens or security interests held against your property in relation to this debt will be discharged and released accordingly.

Please retain this letter for your permanent records as proof of payment and release.

Sincerely,

[Signature]

[Printed Name]

[Title]

[Company Name]