

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

[Date]

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

RE: NOTICE OF SATISFACTION AND RELEASE OF MORTGAGE

Loan Number: [Insert Loan Number]
VA Case Number: [Insert VA Case Number]
Property Address: [Insert Property Address]

To Whom It May Concern:

Notice is hereby given that the mortgage/deed of trust dated [Date of Original Mortgage], executed by [Borrower Name] to secure a VA-guaranteed loan in the original principal amount of \$[Amount], has been paid in full and is hereby satisfied.

The debt secured by the legal description provided in the original security instrument, recorded in [County Name] County, State of [State Name], in Book [Book Number], Page [Page Number], or Instrument Number [Instrument Number], is fully discharged.

[Lender Name] has executed a formal Release of Mortgage/Satisfaction of Mortgage and has submitted it to the local land records office for recording. This document serves as your official notice that the lien against the above-referenced property is released.

Please retain this letter for your permanent records. If you have any questions regarding this release, please contact our Customer Service Department at [Phone Number].

Sincerely,

[Name of Authorized Signatory]
[Title]
[Lender Name]