

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

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

RE: Satisfaction of Mortgage and Release of Lien

Loan Account Number: [Loan Number]
Property Address: [Full Legal Address of Property]
Legal Description: [Insert Legal Description/Lot/Block Number]

To Whom It May Concern,

This letter serves as formal notification that the mortgage held by [Lender Name] on the property located at the address referenced above has been paid in full and is hereby satisfied.

In consideration of the final payment received on [Date of Final Payment], [Lender Name] does hereby release, quitclaim, and discharge all rights, titles, interests, and liens it held in the aforementioned property by virtue of the mortgage deed recorded on [Date of Original Mortgage Recording] in Book [Book Number], Page [Page Number], or Instrument Number [Instrument Number] in the records of [County/District Name], [State].

The necessary documents to formalize this release have been filed with the [County Recorder/Registrar of Deeds]. Please retain this letter for your permanent records as evidence that the debt has been satisfied and the conveyance of the land is clear of this specific mortgage lien.

Sincerely,

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

Notary Acknowledgement

State of [State]
County of [County]

Subscribed and sworn to before me this [Day] day of [Month], [Year].

Notary Public
My Commission Expires: [Date]