

[Your Name or Company Name]  
[Address]  
[City, State, Zip Code]  
[Phone Number]  
[Email Address]

[Date]

[Recipient Name or Entity]  
[Address]  
[City, State, Zip Code]

**RE: Confirmation of Debt Resolution and Release of Lien**

Account/Reference Number: [Insert Number]  
Property/Asset Description: [Insert Description or VIN/Address]

To Whom It May Concern,

This letter serves as formal confirmation that the debt owed by [Debtor Name] to [Creditor Name] in the original amount of \$[Amount] has been paid in full and is now considered resolved as of [Date of Final Payment].

As a result of this full satisfaction of the debt, [Creditor Name] hereby releases any and all liens, claims, or security interests held against the following asset:

[Detailed Description of Property, Vehicle, or Asset]

The necessary documents to discharge the lien have been filed with [Name of Recording Office/DMV/County Clerk] under Recording/Reference Number [Insert Number, if applicable]. Attached to this letter, please find a copy of the executed Lien Release form.

We confirm that there are no further outstanding obligations regarding this specific account. Please update your records accordingly.

If you have any questions regarding this matter, please contact me at [Phone Number].

Sincerely,

[Signature]

[Printed Name]  
[Title/Position]