

[Date]

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

**RE: Final Payoff Verification Statement**

Account Number: [Loan/Account Number]  
Property/Collateral: [Description or Address]

To [Borrower Name],

This letter serves as official verification that the above-referenced account has been paid in full. We have received the final payment in the amount of \$[Amount] on [Date].

As of the date of this letter, the outstanding balance is \$0.00. The loan agreement is now considered terminated, and you have no further financial obligations to [Lending Institution Name] regarding this specific account.

**Status Details:**

- Final Payment Date: [Date]
- Total Amount Paid: \$[Amount]
- Account Status: Closed/Paid in Full

We are in the process of releasing any liens or security interests held against the collateral. You should receive the [Deed of Reconveyance / Title / Lien Release] within [Number] business days, subject to local recording office processing times.

Please retain this document for your permanent records. If you have any questions, please contact our customer service department at [Phone Number].

Sincerely,

[Authorized Signature]  
[Printed Name]  
[Title]  
[Lending Institution Name]