

Payoff Transmittal Letter

Attention: Payoff Department

Re: Your Loan Number:
Our Case Number:
Permanent Index Number:

Dear Sir/Madam:

In accordance with your payoff statement for the referenced account, we are enclosing our check in the amount of \$_____, representing payment in full.

If this loan is an equity line of credit: This letter constitutes notice of our request as of this date to terminate and freeze the above-referenced account which was opened as part of a revolving credit line to us and secured by a mortgage to your institution on the above-referenced property.

Please mail the Release to:

Attn: Release Dept.

Please mail all other documents in connection with this loan to:

Thank you for your attention and cooperation in this matter.

Agent's Name

Escrow Closer