

LOAN PAYOFF LETTER

Loan Number: _____ Account Number: _____

Lender Information:

Lender Name: _____

Lender Address: _____

Lender Phone: _____ Lender Email: _____

Borrower Information:

Borrower Full Name: _____

Borrower Address: _____

Borrower Phone: _____ Borrower Email: _____

Property / Asset Information:

Property / Asset Description: _____

VIN / Serial Number: _____

Lien / Loan Payoff Address: _____

Payoff Information:

Payoff Amount (USD): _____

Payoff Valid Until: _____

Payment Instructions:

Please remit the full payoff amount described above by certified funds, wire transfer, or cashier's check, payable to the Lender at the address provided above. Upon receipt of payment, please provide confirmation of payoff and release of lien documentation to the Borrower or the Borrower's authorized agent immediately.

Additional Terms:

1. This payoff letter is provided solely for the purpose of satisfying the loan obligation and does not alter the terms and conditions set forth in the original loan agreement.
2. Any partial payments or payments received after the payoff validity date may not be accepted and may result in additional fees, interest, or penalties.
3. The Borrower is responsible for any fees associated with the payoff process, including but not limited to processing fees, wire transfer charges, and document preparation fees.
4. The Lender shall release the lien and provide all necessary documentation evidencing satisfaction of the loan within a reasonable time following receipt of the full payoff amount.
5. This letter is governed by and construed in accordance with the laws of the United States and applicable state laws.

Contact Information:

For questions regarding this payoff letter or payment process, please contact:

Lender Representative Name: _____

Phone Number: _____ Email Address: _____

LENDER AUTHORIZED SIGNATURE

BORROWER AUTHORIZED SIGNATURE

Signature: _____

Signature: _____

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