

(attorney for mortgagee), Esq.

RE:
PREMISES:

Dear Ms Stern:

In reference to your client _____, as Mortgagee, and (borrower(s)), as Mortgagor. The mortgagor is refinancing the subject property and is requesting a payoff letter.

Please forward to me a Payoff Letter indicating the following:

- Amount of Principal Due
- The total Due including principal, interest, etc. through (est closing date)
- Whom the check should be made payable to
- A per diem rate of interest should the loan be satisfied after (est closing date)
- A representation that upon receipt of a check for the monies due a Satisfaction will be delivered to the Title Co for recording.

Thank you very much for your assistance.

Authorization of Mortgagors
