

# PAYOFF AUTHORIZATION



## YOU ARE REQUESTED TO FURNISH THE FOLLOWING INFORMATION:

Lender \_\_\_\_\_ Date \_\_\_\_\_  
Lenders Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Lenders Phone No. \_\_\_\_\_ Loan No. \_\_\_\_\_  
Property Address \_\_\_\_\_  
Reputation First Title Agency File No. \_\_\_\_\_

## THE ABOVE PROPERTY HAS BEEN SOLD:

- \_\_\_\_ Your mortgage will be paid in full.
- \_\_\_\_ Your mortgage will be assumed by the buyer
- \_\_\_\_ Your mortgage will **not** be paid off the property has been sold on Land Contract

## WE REQUIRE THE FOLLOWING INFORMATION:

- \_\_\_\_ Payoff amount, as of \_\_\_\_\_, please include the per diem rate and Escrow balance.
- \_\_\_\_ Assumption letter including, breakdown of monthly payment, interest rate, & pre-payment penalty if any.

**Freeze any Future Advance or Home Equity Line of Credit Mortgage & close account upon receipt of full payment.**

Borrower: \_\_\_\_\_ Borrower: \_\_\_\_\_  
PRINT PRINT  
Borrower: \_\_\_\_\_ Borrower: \_\_\_\_\_  
SIGN SIGN

Social Sec. No: \_\_\_\_\_ Social Sec. No: \_\_\_\_\_

*Please note this gives Reputation First Title Agency authorization to discuss and/or obtain information relative to the above referenced account.*

**FAX REQUESTED INFORMATION TO: 734-432-0102  
IF YOU HAVE ANY QUESTIONS, PLEASE CALL 734-432-0100**