

Request for Mortgage Discharge Statement

Date: _____

Financial Institution/Lender information:

To: _____ Fax No. _____

Tel No.: _____

NOTICE OF CONFIDENTIALITY

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, re-transmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender immediately by telephone (collect if required). A courier will be sent to retrieve the documents or, alternatively, immediately destroy this transmission, including all attachments, without copying, distributing or disclosing same.

Re: Mortgagor(s): _____

Property Address: _____

Province: _____

Your Reference Mortgage No.: _____

Anticipated Payout Date: _____

Please send us a mortgage **Discharge** statement by fax, setting out the amount required to payout your mortgage and obtain a discharge as of _____, together with the per diem rate of interest. Please also confirm whether or not the mortgage secures a revolving credit line. If there are multiple credit products associated with the mortgage security, please provide a discharge statement for each product.

After payout has been received, please forward the discharge documentation to the address shown in the fax cover letter attached. If no address is displayed, instructions on where to send the discharge documentation will be provided with the payout funds.

Notes

- Should you have to renew the mortgage, consider this your instructions to renew the Mortgage only for a six (6) month open term. These instructions are to have priority over any other renewal letter, document or other instrument you may have sent to me/us.
- If the product(s) to be paid out is(are) a revolving credit line, accept this as my/our direction and authorization to:
 - Upon receipt of this request freeze the credit limit on the product so no further credit can be extended/utilized, pending receipt of payout funds.
 - Upon receipt of payout funds, close the credit line.
- This will also serve as your authorization to release any information to the service provider noted on the covering letter that its employees, agents or representatives may request with respect to the mortgage/loan.

Borrower

Borrower