

Eagle Abstract Corp.  
10 Chichester Road  
Huntington Station, New York 11746  
Phone: 631-549-8848 Fax: 631-549-8976

Re: Exception/Mortgage: \_\_\_\_\_

## MORTGAGE/JUDGMENT PAYOFF COVER LETTER

Date: \_\_\_\_\_

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attention: \_\_\_\_\_

Re: Title No.: \_\_\_\_\_  
Your No.: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Premises: \_\_\_\_\_  
\_\_\_\_\_

Dear Sir/Madam:

Pursuant to our telephone conversation on \_\_\_\_\_, enclosed herewith please find the following check(s) in the total sum of \$ \_\_\_\_\_ for the purpose of **satisfying the above captioned loan/judgment.**

If the payoff amount is insufficient to payoff the entire amount due, you are hereby authorized to deduct any such deficiency from the remaining escrow balance and apply same to the payoff.

Kindly send to the below address to the attention of the undersigned, at your earliest convenience, an executed satisfaction piece in form proper for filing, together with all other documents pertaining thereto.

When available, a copy of the mortgage/judgment schedule from our title report will be enclosed herewith, in order to assist you in the preparation of the satisfaction document.

**ALL DOCUMENTS ARE TO BE SENT TO THE FOLLOWING ADDRESS:**

**Eagle Abstract Corp.  
10 Chichester Road  
Huntington Station, N.Y. 11746  
(631) 549-8848**

Please return any escrow balance or overpayment, if any, to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you require additional information, please don't hesitate to contact the undersigned.

Thank you.  
Very truly yours,

\_\_\_\_\_

Enc.