4934 Windy Hill Drive
Raleigh, NC 27609
www.vyasrealtylaw.com

Phone : 919-850-0800
Fax : 919-850-9586
closings@vyasrealtylaw.com

PAYOFF AUTHORIZATION SHEET

Please provide our office with the below listed information as soon as possible in order for us to order a payoff on your current mortgage(s). Thank you for your prompt attention.

Seller Name(s): _____

Property Address: _____

FIRST MORTGAGE

Name of Mortgage Company: _____

Loan Number: _____

Phone number for Mortgage Company: _____

SECOND MORTGAGE (Home Equity Line)

Name of Mortgage Company: _____

Loan Number: _____

Phone number for Mortgage Company: _____

Equity Lines/Open Ended Accounts: *If my/our account is an equity line of credit, I/we hereby request that the account be* ***immediately blocked to further advances and closed and satisfied if the account has a zero balance.*** *Upon receipt of a future payment from me/us or Vyas Realty Law reducing the account to zero, please close the account and satisfy any deed of trust recorded to secure the account.*

HOMEOWNERS ASSOCIATION NAME: _____

Management Company: _____Phone: _____
*** *Once dues are requested the signor is responsible for any dues charged by Management Company.*

Social Security Numbers: _____-____-_____ _____-____-_____

To: The Above Listed Mortgage Company(s):

Please fax payoff information on my mortgage account to Vyas Realty Law. The signature(s) below constitutes written authorization to release the same and appoints Vyas Realty Law as my agent in this matter. As my agent, he is authorized to request payoffs and to close the above accounts.
Must be an actual signature(digital signatures are not recognized by lenders)

_____ _____
Seller Signature date Seller Signature date