

## Payoff Request

To: Loan Servicing

Fax # 802-254-8043

Please prepare a payoff statement according to the information below. I understand that this request **must be accompanied by written authorization** (page two) from the borrower and that the request must be complete and accurate for me to receive a payoff statement. I understand that the payoff statement will be sent within three business days of my complete request.\*

Please check one:        \_\_\_\_\_ New Request                      \_\_\_\_\_ Revised Request

Contact Information (please print):

Requestor:

Law Firm/Settlement Agent:

Phone Number:

Fax Number:

Please Check one:

Send by mail                      Address:

Send by fax                      Fax to:

Send by SECURE email                      Email to:

Borrower(s) Information (please print):

Name:

Phone Number:

Property Address (if applicable):

Loan Number(s):

Payoff Date:

(Not more than 30 days in the future)

If your account is a Line of Credit:                      Close Account?        \_\_\_\_\_ Yes                      \_\_\_\_\_ No

*\*The payoff quote will be subject to any transactions that have not posted at the time the quote is given (including escrow disbursements), any preauthorized transactions, any additional daily interest, and any payment made on the account that is returned unpaid or is rejected or reclaimed for any reason. Brattleboro Savings & Loan reserves the right to adjust the payoff amount accordingly.*

## Payoff Authorization Form

I, \_\_\_\_\_, hereby authorize Brattleboro Savings & Loan to release any and all information to \_\_\_\_\_ (and/or their agent) regarding the payoff of my loan(s) mentioned below. I hereby waive any claim for violation of privacy rights that I may have with respect to the release of this information. I understand that this authorization will remain in effect for 30 days unless revoked by me.

Account number(s): \_\_\_\_\_

Property Address (if applicable): \_\_\_\_\_

Signed: \_\_\_\_\_

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