

Date: _____

To: _____

Via Email

Re: _____

Loan No. _____

Dear Sir/Madam:

Please forward a faxed or emailed payoff statement of my existing mortgage to my closing company, Ryan Associates at the following:

Ryan Associates
313 West 6th Street
Post Office Box 356
St. Charles, Minnesota 55972
beth@ryan-sc.com
(507) 932-4461 PHONE
(507) 932-3736 FAX

Thank you for your cooperation.

Yours very truly,

_____ SS# _____

_____ SS# _____