



Phone: 231.929.1235 • Fax: 231.929.0662

docs@mid-americaintitle.com

www.mid-americaintitle.com

Please complete these two forms, if applicable.

Check or write N/A, if not applicable.

Payoff Request Form

○ If you have a Mortgage or a Line of Credit that is attached to this real property, please fully complete the attached Form. If not applicable, write N/A.

HOA Information Form

○ If you live in a Home Owners Association, Condo, Resort, or there is a residential entity to whom you pay dues, please fully complete the attached form. If not applicable, write N/A.

Name: _____

Current Marital Status: _____

Name: _____

Current Marital Status: _____

Please forward completed documents to our office via fax or email at your earliest convenience.

PAYOFF REQUEST

LENDER: _____

(NOTE: IF DIFFERENT SERVICER, PLEASE INDICATE AS FOLLOWS: _____)

LENDER PHONE: _____

LOAN #: _____

LENDER: _____

(NOTE: IF DIFFERENT SERVICER, PLEASE INDICATE AS FOLLOWS: _____)

LENDER PHONE #: _____

LOAN #: _____

NAME: _____

SS #: _____

NAME: _____

SS #: _____

PROPERTY ADDRESS:

*"In the event this loan is secured by a Mortgage allowing for advances of a credit line, please be advised that this letter authorizes you to freeze the referenced credit line upon issuance of your payoff [demand]. If you require further authorization, please contact the undersigned immediately. **Payment pursuant to your payoff (demand) will eliminate any security interest you have in the property in question. In order to avoid unsecured additional advances, the account must be frozen upon issuance of your payoff [demand].** If you make any additional advances they will not be secured by the subject property. We will be completing an escrow/closing transaction involving a new owner or lender in reliance on the release of your security interest in the property. Upon payment you will be obligated to issue a release of the Mortgage securing the line of credit."*

If a "short-sale" is involved with this request, the undersigned authorizes Mid-American Title Company to act on the undersigned's behalf. The Mortgagee/Servicer is to provide any and all documentation requested by Mid-American Title Company.

Please provide Payoff information pertaining to the above mortgage to:

Mid-American Title Company, dba

Crystal Clear Title

FAX: 231-929-0662 PHONE: 231-929-1235

[Email: Docs@mid-americaantitle.com](mailto:Docs@mid-americaantitle.com)

SIGNED BY: _____ **Date:** _____

SIGNED BY: _____ **Date:** _____



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Homeowners/Condo Association Information for Closing

Property Address: _____

Owner of Record: _____

ASSOCIATION CONTACT INFORMATION:

CONTACT NAME: _____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

OR

_____ NO ASSOCIATION (check if applicable)

Please return to our office via fax or email at your earliest convenience.

Thank you,

Mid-American Title Company