

# REQUEST TO CANCEL REVOLVING CREDIT LOAN

TO: PAYOFF DEPARTMENT  
C/O: LENDER: \_\_\_\_\_  
RE: ACCOUNT / LOAN NUMBER \_\_\_\_\_  
BORROWER(S) \_\_\_\_\_  
PROPERTY \_\_\_\_\_  
RECORDED AS DOCUMENT NUMBER \_\_\_\_\_

The undersigned request that you furnish in writing to County Title Company at FAX (309) 589-1064, or EMAIL [CustomerService@CountyTitle.com](mailto:CustomerService@CountyTitle.com), the necessary information in regard to the payoff and per diem amount through \_\_\_\_\_.

Please freeze the loan amount to include only obligations incurred or draws I/we have made prior to and including the date of this letter under the terms and conditions of the above-numbered loan secured by the above-numbered mortgage and cancel the revolving credit loan for future advances.

I/we agree to cease signing all checks and/or credit cards and/or drafts. I/we enclose all of the above which I/we have in my/our possession.

This is also a notice that I/we intend to sell or execute a new mortgage on the property. Under the laws of some states, future advances may be subordinate to the rights of a new lender or buyer.

Your cooperation in this matter is essential to completing the real estate transaction contemplated with reference to the mortgaged property.

Sincerely,

\_\_\_\_\_  
BORROWER/ MORTGAGOR                      DATE

\_\_\_\_\_  
BORROWER/ MORTGAGOR                      DATE

**COUNTY TITLE COMPANY**  
4128 S. Airport Rd., Suite B  
PHONE (309) 589-1060 | FAX (309) 589-1064  
[CustomerService@CountyTitle.com](mailto:CustomerService@CountyTitle.com)  
[www.CountyTitle.com](http://www.CountyTitle.com)