

Payoff Date

CERTIFIED MAIL —  
RETURN RECEIPT REQUESTED OR  
OVERNIGHT MAIL

Washington Mutual Bank

Re: Borrower: Your Client's Name  
Property: Property Address Loan #:  
xxxxxx

Dear Sir or Madam:

Enclosed please find a check in the amount of \$ [Payoff amount], in full payment of the above captioned loan. A Release of Mortgage is hereby requested.

**PLEASE CLOSE THIS ACCOUNT AND FORWARD THE ORIGINAL RELEASE or SATISFACTION OF MORTGAGE TO:**

OnTrack Release Tracking  
628 Hebron Avenue, Suite 106  
Glastonbury, CT 06033

If it is your practice to mail the Release or Satisfaction directly for recording, please forward a copy to OnTrack Release Tracking at the above address, or via fax at (860) 291-1987.

If you have any questions, you may call OnTrack Release Tracking at (860) 280-7589.

**IMPORTANT NOTE: Please be advised that a Release of Mortgage is required by Connecticut General Statutes Section 49-8(c) to be executed and delivered by you within sixty days from the date of a written request for such a Release. This letter constitutes such a written request.**

**In the event that a Release is not furnished within sixty days, Section 49-8(c) further provides in part "The mortgagee ... shall be liable for damages to any person aggrieved at the rate of two hundred dollars for each week after the expiration of such sixty days up to a maximum of five thousand dollars or in an amount equal to the loss sustained by such aggrieved person as a result of the failure of the mortgagee ... to execute and deliver a release, whichever is greater, plus costs and reasonable attorney's fees".**

Very truly yours,