REQUEST FOR CANCELLATION OF MORTGAGE OR PRIVILEGE BY AUTHORIZED OFFICER OF TITLE INSURANCE BUSINESS, CLOSING NOTARY PUBLIC, OR ATTORNEY FOR THE PERSON OR ENTITY WHICH MADE PAYMENT

(*Pursuant to LA R.S. 9:5167.1)*

BEFORE ME, the undersigned authority, personally came and appeared

_____, who is:

☐ an authorized officer of a title insurance business, (R.S. 22:512(17) [*insurer and/or agency*],
☐ the closing notary public, or
☐ a Louisiana licensed attorney for the person or entity which made the payment described below.

This affidavit is made on behalf of _____, the mortgagor(s) or owner(s) of the property encumbered by the mortgage.

The appearer hereby declares:

1. The mortgagee provided a payoff statement, provided by mortgagee, with respect to the loan secured by the mortgage *(copy of payoff statement attached as* EXHIBT "A").

2. The affiant has ascertained that the mortgagee has received payment of the loan secured by the mortgage in accordance with the payoff statement, as evidenced by:

☐ bank check, certified check, or escrow account check which has been negotiated by or on behalf of the mortgagee (*attached as* EXHIBIT "B"); or
☐ other documentary evidence of the receipt of payment by the mortgagee, including but not limited to verification that funds were wired to the mortgagee (*attached as* EXHIBIT "B").

3. More than sixty (60) days have elapsed since the date payment was received by the mortgagee, and the mortgagee has not returned documentary authorization for cancellation of the mortgage.

4. The mortgagee has been given at least fifteen (15) days notice in writing to execute and record an affidavit in accordance with this Section, with a copy of the proposed affidavit attached to the written notice. (*Copy of written notice is attached as* EXHIBIT "C").

The appearer requests and authorizes the Clerk of Court for the Parish of Jefferson to index the affidavit in the names of the original mortgagee and the last assignee of the mortgage appearing of record as grantors and in the name of the mortgagor as grantee, and to cancel from the mortgage records the inscription(s) as follows:

A mortgage or privilege:

Granted by: _____;

In favor of: _____;

Date of instrument: _____; Parish of Recordation: _____;

Recording data: MOB _____ folio _____, Instrument No.: _____.

Legal description of subject property:

_____

[Please list intermediate assignees on a separate page]

Last assignee: _____;

In favor of: _____;

Recording data: MOB _____ folio _____, Instrument No.: _____.

Sworn to and subscribed before me, Notary Public, on this _____ day _____, 20 _____.

Signature: _____

Printed Name: _____

Title: _____ _____

Name of Title Insurance Business: _____

Mailing Address: _____

City: _____ ***State:*** _____ ***ZIP:*** _____

_____
Notary Public

Printed Name: _____

Notary or Bar Roll Number : _____ ***Commission expires:*** _____

- ***Note: Swearing to or filing a false affidavit is a criminal act under R.S. 14:132.***