

# DOMINION TITLE

## MORTGAGE AND HOMEOWNER'S ASSOCIATION RELEASE AUTHORIZATION

This document provides authorization to your mortgage lender(s) to release your mortgage payoff and escrow information to Dominion Title Services in order to complete your final closing figures. Please note that some mortgage lenders require a 5-14 day processing time to produce your final payoff statement. It is very important to complete and return this form as soon as possible to avoid any delays in your closing process.

Property Address: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

Owner(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

1<sup>st</sup> mortgage Lender: \_\_\_\_\_

Account #: \_\_\_\_\_ Phone #: \_\_\_\_\_

I currently escrow for property taxes with my lender: YES NO

The last mortgage payment I will make will be on: \_\_\_\_\_

2nd mortgage Lender: \_\_\_\_\_

Account #: \_\_\_\_\_ Phone #: \_\_\_\_\_

The last mortgage payment I will make will be on: \_\_\_\_\_

Homeowner's Association Contact/Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

If your subdivision is managed by a management company such as Kirkpatrick, CASI, Blue Sky, etc... you may be required to pay a processing fee upfront in order to get the necessary association dues letter. We will contact you with instructions or you may contact the management company directly for further instructions.

I/We, the owners of the aforementioned property, authorize you to release all mortgage payoff(s), escrow account, property taxes, homeowners insurance, liens and judgments to Dominion Title Services. **Electronic signatures are not acceptable.**

\_\_\_\_\_  
Owner signature

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Owner signature

\_\_\_\_\_  
Social Security Number

**Dominion Title Services**  
4600 N.W. Plaza West Drive, Suite C, Zionsville, IN 46077  
(317) 337-9550 Phone (317) 337-9551  
orders@dominiontitlellc.com