

Date: [Date]

TO:

[Lien Claimant Name]

[Address]

[City, State, Zip]

RE: DEMAND FOR RELEASE OF MECHANICS LIEN

To [Claimant Name],

This letter serves as a formal demand for the full and final release of the mechanics lien recorded against the property located at:

Property Address: [Property Address]

Recording Information: [Book/Page or Instrument Number]

Recording Date: [Date Lien Was Filed]

The underlying debt associated with this lien has been satisfied in full. Specifically, payment in the amount of \$[Amount] was [delivered/cleared] on [Date].

Under [State Name] law, you are required to file a formal release of lien within [Number] days of receiving payment or a written demand. Failure to release this lien in a timely manner may result in legal action to have the lien removed, for which you may be held liable for statutory penalties, court costs, and reasonable attorney fees.

Please provide a recorded copy of the "Release of Lien" or "Lien Satisfaction" to the undersigned at the address provided below no later than [Date].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Address]

[Your Phone Number]