

Executive Settlement Providers  
CONVEYANCING DEPARTMENT  
Phone 610.520.0415 Fax 610.520.0411

## Authorization for Payoffs

### Authorization and Acceptance for Mortgage Payoffs and Certifications

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

Settlement Date \_\_\_\_\_

I hereby authorize Executive Settlement Providers to order mortgage payoffs on my behalf to complete this real estate transaction.

**\*\*If the payoff is for a Line of Credit or HELOC please accept the request for payoff as a request to FREEZE the line of credit to avoid further withdrawals and when possible CLOSE the account.**

### MORTGAGE INFORMATION

Mortgage Co. \_\_\_\_\_

Account Number \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

2nd Mortgage Co. \_\_\_\_\_

Account Number \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**\*\*NOTE: If a home equity loan or a line of credit has been opened but it has never been used, it will appear on your title commitment and must be CLOSED prior to settlement.**

Water Company \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Sewer Company \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

### Signatures

\_\_\_\_\_  
SS# \_\_\_\_\_

\_\_\_\_\_  
SS# \_\_\_\_\_

Contact Phone Numbers \_\_\_\_\_