

Loan Payoff Request

Send to your lender to get a written payoff quote before you sell a financed car.

DATE AND LENDER

TODAY'S DATE

LENDER / FINANCE COMPANY

LENDER ADDRESS OR FAX / EMAIL FOR PAYOFFS

YOUR INFORMATION

BORROWER NAME (AS ON THE LOAN)

PHONE

LOAN OR ACCOUNT NUMBER

EMAIL

Please do not write your Social Security number here. Your lender will verify your identity by phone or through their secure portal.

VEHICLE

YEAR

MAKE

MODEL

VEHICLE IDENTIFICATION NUMBER (VIN)

PLEASE SEND ME, IN WRITING

- The **payoff amount** and the date it is good through (a 10-day payoff is fine).
- The **per-day interest** after that date, and any early-payoff or release fees.
- Where and how the buyer should **send the payoff** (address, overnight address, wire or online payment instructions) and any reference number to include.
- How and when the **lien will be released** and the **title or electronic lien release** sent, and to whom.
- A name and phone number for someone who can answer questions about the payoff.

OPTIONAL: PERMISSION TO TALK TO THE BUYER

☐ I authorize the lender to discuss this payoff with the buyer or buyer's representative named here:

BUYER / REPRESENTATIVE NAME

PHONE

Thank you for your help. I am planning to sell the vehicle above and need an accurate payoff figure so the sale can be completed and the lien released.

BORROWER SIGNATURE

DATE

A general-purpose template from SellCarNC. It is not legal advice. Lenders have their own payoff procedures; many also provide payoff quotes through their website or phone line. Titles on financed vehicles may be held electronically. Check with your lender and NCDMV about lien release steps (NCDMV Form MVR-8 is the application to remove a lien from a certificate of title). Official NCDMV forms and rules: ncdot.gov/dmv.

Selling your car? Free cash offer: sellcarnc.com | (252) 351-6151

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