

TO: [Name of lender]
[Address of Lender]

Re: My request for a copy of the Promissory Note
Name: [your name]
Property Address: [address of property subject to mortgage]
Loan Number:

Dear

I am the owner of certain real property located at [property address],
which is security for a loan made by [company which issued the loan]
to me on [date of the loan]_____. Please produce for my inspection within ten days
the Promissory Note which I signed on [date note was signed]_____.

If you have any questions regarding my request, please call me at [your phone
number]_____.

Very truly yours,