PENSCO
TRUST COMPANY

Toll Free: 1-800-962-4238
www.pensco.com

DEED OF TRUST/MORTGAGE NOTE PAYOFF FORM

Each page of the document that requires PENSCO Trust Company's (PENSCO's) initials/signature must be signed by the client as "Read and Approved"

Please provide the following for PENSCO's Review and Signatures:

☐ Prepared payoff document (Demand and Reconveyance, Satisfaction of Mortgage, etc.)

☐ Other documents that need to be signed by the lender/beneficiary, if applicable

- ☐ **Any questionnaires must be completed in their entirety by the client**
- ☐ All documents Signed as "Read and Approved" by the client

ACCOUNT OWNER INFORMATION

PENSCO Client Account Name: _____

PENSCO Account Number: _____

Phone Number: _____ Email Address: _____

LOAN INFORMATION

Borrower Name/Collateral Property Address/Loan Number: _____

Percentage of Ownership: _____%

PENSCO Asset ID (if known): _____

PAYOFF INFORMATION

Closing Date, if any ____/____/____

This is a:

☐ Full Payoff in the amount of $_____ (estimated IRA proceeds)

☐ Partial Payoff in the amount of $_____ (estimated IRA proceeds)

If a Partial payoff, please indicate the lot/parcel/address being paid off _____

AGENTS RECEIVING COMMISSION

Buyer's Agent Name: _____

Seller's Agent Name: _____

RETURN EXECUTED DOCUMENTS TO

Company Name: _____ Contact Name: _____

Address: _____

City: _____ State/Province: _____ Postal Code: _____

Phone Number: _____

Please select the document delivery method on the next page.

(continued)

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RETURN EXECUTED DOCUMENTS TO (CONTINUED)

Please Send Documents via (check all that apply)*:

☐ Email: _____ ☐ Fax: _____

☐ Regular Mail to address above

☐ Express Mail Delivery to address above and:

☐ Charge my PENSCO account for overnight fee

☐ Use a Third Party's Billing Account #_____

☐ FED EX ☐ UPS ☐ Other: _____

☐ Use the enclosed prepaid UPS/FED Ex Label

***If no option is selected the default will be to overnight at the client's expense. Please refer to the fee schedule for details.**

I have initialed and/or signed where appropriate, for each document PENSCO Trust Company (PENSCO) needs to initial/sign. I acknowledge that if there is an amendment or any subsequent documents submitted separate from this form for this transaction, I will need to sign the applicable pages as "Read and Approved" before PENSCO will execute.

▶ _____ _____

Account Owner Signature Date

INVESTMENT PRODUCTS: NOT FDIC INSURED • NO BANK GUARANTEE • MAY LOSE VALUE

Upload forms to:
www.pensco.com/upload

Fax to: 303-614-7036

Send mail to:
PENSCO
P.O. Box 173859
Denver, CO 80217-3859

For express deliveries:
PENSCO
1560 Broadway, Suite 400
Denver, CO 80202-3331

Questions?
Call 1-800-962-4238

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