



SERVING COLORADO | KANSAS | NEBRASKA | OKLAHOMA

Request for Payoff and/or Release of Mortgage/Real Estate Retention Agreement

Affordable Housing Program (AHP) / Homeownership Set-aside Program (HSP)

Provide information as instructed in Section A (below). Contact Housing and Community Development at 866.571.8155 with questions.

SECTION A

Requesting Entity Name:

Entity Contact Name:

Contact Phone Number:

Email or Fax:

Borrower's Full Name(s):

Property Address:

City:

State:

ZIP:

Original Closing Date of AHP/HSP Grant:

Closing Date for Sale/Transfer/Refinance of Property:

Grant Amount:

What is your preferred method to receive correspondence/documents?

Mail Release to:

Name:

Address:

City:

State:

ZIP Code:

Complete Section B.

SECTION B

Is the time between the original closing date of the AHP/HSP grant at least 60 months prior to the current date or the closing date of the sale/transfer/refinance of the property?

If no, complete Section C.

If yes, skip Section C and complete the "Satisfaction/Release of Mortgage/Real Estate Retention Agreement." Allow ten business days for processing of a release.

Borrower Name:



SERVING COLORADO | KANSAS | NEBRASKA | OKLAHOMA

SECTION C

Payoff is being requested due to:

If payoff is being requested as a result of a refinance, FHLBank is willing to subordinate. Would the lender allow FHLBank to subordinate?

Did the purchaser, transferee, or assignee provide documentation of their household income?

If yes, submit household income documentation with this form.

Has the property been foreclosed, has the title been transferred by deed-in-lieu of foreclosure, or an FHFA first mortgage being assigned to HUD?

If yes, submit the documentation of foreclosure, deed-in-lieu, or assignment of FHA 1st mortgage to HUD.

Is the property being sold or transferred due to the death of the homeowner?

If yes, submit a copy of the death certificate or obituary.

Has the homeowner made any capital improvements to the property?

If yes, provide invoices, receipts, etc. to support the cost of the capital improvements.

Submit the draft Closing Disclosure for the sale/transfer/assignment or refinance of the property (if applicable) with this request.

Complete the Satisfaction/Release of Mortgage/Real Estate Retention Agreement on the following page. Submit with any documentation required above.

Allow ten business days for processing of a release.

Email the Request through secure email to: Housingpayoffrelease@fhlbtopeka.com

HCD Fax Number: 1.785.234.1765

If sent via regular mail:

FHLBank Topeka

Attn: Housing and Community Development

P.O. Box 176

Topeka, KS 66601-0176

Satisfaction/Release of Mortgage/Real Estate Retention Agreement

IN CONSIDERATION of the payment of the debt named therein, I or we hereby release the mortgage/real estate retention agreement in the amount of:

_____ (_____)
Grant Amount Grant Amount

_____ Name(s) Marital Status

executed on _____ to Federal Home Loan Bank of Topeka, the following
Date

described property, to-wit:

Legal Description

(Which has the address of: _____
Street Address

_____, _____, _____
City State ZIP Code

Recorded on: _____ in _____ at _____
Date Book, Volume, Instrument, Reception Number Page(s)

FEDERAL HOME LOAN BANK OF TOPEKA

BY: _____
Signature Date

_____,
Name

Title

STATE OF: KANSAS

COUNTY OF: SHAWNEE

The foregoing instrument was acknowledged before me on _____
Date

By _____,
Name

_____,
Title

for Federal Home Loan Bank of Topeka.

Signature (Notary Public)

Typed or Printed Name

My appointment expires: _____