



### Payoff Request - Standard

Date: \_\_\_\_\_

To Whom It May Concern:

I/We, \_\_\_\_\_, am/are requesting a payoff quote figure be generated for my/our account \_\_\_\_\_, valid through \_\_\_\_\_.

The purpose of my/our request is:

Selling / Re-financing with Other Institution / Other: \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

- Once the form is completed, please print, sign and fax to 413-234-3240 or email to: [payoffdepartment@countrybank.com](mailto:payoffdepartment@countrybank.com). Replies can be expected by the next business day.
- There is no charge for the first request. Additional payoff requests within 6 months from the date of the original quote will be charged \$25.00 per payoff quote. This fee will be added to the payoff quote.
- While the payoff quote is active, your loan will be locked and any automatic transfers will be postponed to the payment date following the quote's expiration. If you need to make a payment during this time, please call us at 1-800-322-8233 so we can assist you.