

File No.: \_\_\_\_\_ - Virgent

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**Neel, Robinson & Stafford, LLC**  
5555 Glenridge Connector  
Suite 400  
Atlanta, GA 30342  
Contact: Samantha Baker  
Phone: 404-459-9600 Fax: 866-311-9326 • Email: virgent@nrs.law

**AUTHORIZATION TO REQUEST PAYOFF INFORMATION AND FREEZE HELOC/REVOLVING LINE OF CREDIT:**

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I hereby give NEEL, ROBINSON AND STAFFORD, LLC (NRS ATTORNEYS), and its agents, authorization to obtain information on my accounts, such as payoff requested, payments made and similar inquiries.

Please be advised that this letter authorizes and requests that you freeze any credit line upon issuance of your payoff statement demand. If you require further authorization, please contact the undersigned as well as NR Attorneys immediately. Payment pursuant to your payoff statement (demand) will eliminate any security interest you have in the property in question. In order to avoid unsecured additional advances the account must be frozen upon issuance of your payoff statement (demand). If you make any additional advances they will not be secured by the subject property. We will be completing an escrow/closing transaction involving a new owner and/or lender in reliance on the release of your security interest in the property pursuant to your payoff statement demand. Upon payment pursuant to said demand you will be obligated to issue a release of the deed to secure debt securing the line of credit.

Signed:           **\*\*NOTE\*\*** Signature must be WET SIGNATURE. E-signature is not accepted

\_\_\_\_\_(date)  
Seller #1 SSN: \_\_\_\_\_

\_\_\_\_\_(date)  
Seller #2 SSN: \_\_\_\_\_

Property/Collateral Address:  
\_\_\_\_\_