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CHELSEY RICHARD NAPOLEON
CHIEF DEPUTY CLERK

Dale N. Atkins
Clerk of Court and Ex-Officio Recorder
Parish of Orleans

**REQUEST TO CANCEL MORTGAGE OR PRIVILEGE AND RELEASE BY LICENSED
FINANCIAL INSTITUTION PURSUANT TO LA R.S. 44:109**

STATE OF _____

PARISH/COUNTY OF _____

BE IT KNOWN THAT on this ____ day of _____, 20____, before me, the undersigned Notary Public, appeared _____ (name of financial institution) herein represented by its undersigned duly authorized representative, which declared that it is a licensed financial institution as defined in LA R.S. 44:109 et seq. and that one of the following statements is true and correct:

- (1) The institution was the obligee or the authorized agent of the obligee of the obligation secured by the mortgage or privilege described below when the obligation was extinguished, and the secured obligation has been paid or otherwise satisfied or extinguished; or
- (2) The institution is the obligee or authorized agent of the obligee of the secured obligation, and it releases the mortgage or privilege described below.

The Clerk of Civil District Court and Ex-Officio Recorder of Mortgages for Orleans Parish is hereby expressly requested, authorized and directed to cancel the recordation of the mortgage or privilege described as follows:

A mortgage or privilege granted by: _____

In favor of: _____

Date of Instrument: _____

Parish of Recordation: _____

Recording Data: _____

Legal Description is as follows or is hereby attached as Exhibit "A": _____

(3) The recorder of mortgages shall not be liable for any damages resulting to any person or entity as a consequence of canceling a mortgage or vendor's privilege pursuant to this form.

THUS DONE AND PASSED before me, Notary Public, on the date set forth above.

Signature

Name of Officer and Title

Name of Financial Institution

Requested mailing address

City, State and Zip Code

Notary Public

Printed Name

Bar Roll or Notary Number

Commission Expiration