

§5173. Mortgage or privilege cancellation by financial institution; standard form

A financial institution seeking to cancel a mortgage or privilege inscription pursuant to R.S. 9:5172 may use, and the recorder of mortgages for each and every parish in the state of Louisiana shall accept, the following form as fully compliant as a request for cancellation and act of release. The form contained in this Section is not the exclusive form to be accepted for filing, and any other form meeting the requirements of R.S.9:5172 may be used and filed for canceling the recordation of a mortgage or privilege:

R.S. 9:5172 FORM:
REQUEST FOR CANCELLATION OF MORTGAGE OR PRIVILEGE AND RELEASE BY
LICENSED FINANCIAL INSTITUTION
PURSUANT TO R.S. 9:5172

State of _____
Parish or County of _____
BE IT KNOWN THAT on this _____ day of _____, 20____,
_____ (name of financial institution) herein represented by its undersigned duly
authorized officer or officers, declares that it is a licensed financial institution as defined in R.S.
9:5172 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 Court and Ex-Officio Recorder of Mortgages for the Parish identified below 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.

[Choose one of the two following signature options.]

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

Name of officer and title
Name of financial institution
Requested mailing address
City, state, and zip code

Notary Public
(Printed name of notary and bar roll or notary number)

OR

THUS DONE AND SIGNED by the two undersigned authorized officers of the above named financial institution.

Name of officer and title
Name of financial institution
Requested mailing address
City, state, and zip code

Name of officer and title
Name of financial institution
Requested mailing address
City, state, and zip code