First Choice Mobile Notary & Apostille
(866) 828-6856
Book an Appointment Online
www.firstchoicemobilenotary.com

How to Complete Your Ohio Release of Mortgage

Release of Mortgage (Ohio)

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.

About this form. When a loan secured by Ohio real estate is paid off, the mortgage holder signs this release so the public records show the mortgage is satisfied. Private lenders and seller-financed loans often need it.

1. **Who signs**
   The mortgage holder or its authorized officer, not the owner.
2. **Identify the mortgage and property (Pages 1–2)**
   Enter the recording details and the legal description.
3. **Sign before a notary (Page 3)**
   Bring a current, government-issued photo ID.

After It's Signed

- Record the original with the county recorder of the county where the property is located. Ohio law requires a mortgagee to record the release within 90 days after payoff.

Need a Notary? We Come to You.

Homes • Hospitals • Care Facilities • Offices
Mobile Notary & Apostille Services
Ohio-Commissioned Notaries • Serving Ohio

Call us anytime
(866) 828-6856
Book an Appointment Online
www.firstchoicemobilenotary.com

Have questions about this document? To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**. Attorneys licensed in California, Nevada, and other states.

This form is provided as a free convenience. First Choice Mobile Notary & Apostille is not a law firm, and a notary public who is not an attorney cannot give legal advice or help you decide what to write on this form. These instructions are general information only and are not legal advice. If you have questions about your situation, consult a licensed Ohio attorney. © 2026 First Choice Mobile Notary & Apostille. All rights reserved. This form may be filled in and printed for personal use; it may not be copied, altered, or redistributed for commercial purposes.

RELEASE OF MORTGAGE

(Satisfaction of Mortgage, Ohio)

Mortgagee / holder (name) Address

Mortgagor(s) (name) Address

Mortgage released:

Dated Original amount ($) Instrument no. or volume/page

County Recorder’s records of (county) Recording date

© 2026 First Choice Mobile Notary & Apostille • (866) 828-6856 | www.firstchoicemobilenotary.com

the following REAL PROPERTY situated in the

City / Village / Township of County of
State of Ohio:

Legal description (attach Exhibit A if more space is needed)

Permanent parcel number Property address

Prior Instrument Reference: Instrument No. (or Volume and Page), County Recorder’s records

The undersigned, being the holder of the mortgage described above, states that the debt secured by it has been paid in full, and releases and discharges the mortgage and the property from its lien. The county recorder is authorized to record this release.

© 2026 First Choice Mobile Notary & Apostille • (866) 828-6856 | www.firstchoicemobilenotary.com

X _____

Holder or authorized signer Title, if for a company

Printed name

NOTARY ACKNOWLEDGMENT

STATE OF OHIO)
) **ss.**
COUNTY OF)

The foregoing instrument was acknowledged before me on

(date) by (name of signer, individually or as the representative of the holder)

This is an acknowledgment certificate. No oath or affirmation was administered to the signer with regard to the notarial act.

X _____

Notary Public

(Notary seal)

Notary's printed name

My commission expires

This instrument was prepared by (name and address)

© 2026 First Choice Mobile Notary & Apostille • (866) 828-6856 | www.firstchoicemobilenotary.com