

Enact Mortgage Insurance
8325 Six Forks Road
Raleigh, North Carolina 27615
919-846-4100
1-800-334-9270
ActionCenter® 800-444-5664



Partial Release Form

Partial Release Type

Voluntary Involuntary

Servicer/Insured Information:

Servicer/Insured Name: _____
Certificate Number: _____ Loan Number: _____
Contact Name (please print): _____
Contact Email: _____ Contact Phone Number: _____

Borrower Information:

Borrower Name: _____
Property Address: _____

Explanation for Partial Release request:

- Why is the partial release being requested? _____
- Will funds be exchanged? Yes No
 - If so, the amount \$ _____
 - Amount of any funds that will be applied to unpaid principal balance \$ _____

- Current Appraised Value **BEFORE** Release _____
- Current Appraised Value **AFTER** Release _____
- Current Loan-to-Value _____
- Current Mortgage Unpaid Principal Balance _____
- Provide any additional details regarding the partial release _____

Documentation:

- Twelve (12) month payment history
- Current Loan-to-Value and Loan Balance
- Copy of the Deed
- Copy of the Mortgage
- Copy of the Original Appraisal
- Copy of the Offer to Purchase Agreement/Contract related to the request
- Copy of Survey or plat outlining the property to be released relative to the location of the subject property
- Copy of current appraisal (less than or equal to 120 days) stating current value of the subject property and stating the value of the subject property after the release. A Summary Market Update (Form 1004D/442) will be required for appraisals greater than 120 days.

Submission

Submit the Partial Release Form and applicable documentation by one of the following methods. Please verify that your delivery selection meets your organization's security requirements for transmission of borrower information.

Online Via Secure Submission:

[Servicing.EnactMI.com](https://www.servicing.enactmi.com)

Email to:

appraisalmanagement@enactmi.com

Please use the following in your subject line to ensure your Partial Release is appropriately routed:

Enact's certificate number, the Lender Loan number and any other identifier you would like to add.

Authorization:

This section must be completed with every submission:

Insured represents the Application, submitted under the terms of the applicable Policy, is true and complete in all material respects, no information is false or misleading, and no information has been omitted that makes other information provided untrue, inaccurate or incomplete, or the loan ineligible for coverage. For Applications submitted under our delegated underwriting program, the loan meets our Underwriting Guidelines in all material respects. Any person who knowingly and with the intent to defraud any insurance company or other person, files an application for insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any material fact thereto, may be subject to criminal and civil liability under state and/or federal law. **See State Fraud Warnings for state specific disclosures at [EnactMI.com](https://www.enactmi.com).**

Authorized Name (please print): _____

Authorized Signature: _____

Title: _____ Date: _____