



## REQUEST TO CANCEL

In accordance with the provisions of La. C. C. Article 3366, the Recorder of Mortgages for St. Tammany Parish Louisiana is hereby requested and directed to cancel the recordation of the following described mortgage or privilege:

**Mortgage** granted by \_\_\_\_\_  
In favor of \_\_\_\_\_  
In the sum of \$ \_\_\_\_\_, Dated \_\_\_\_\_  
Recorded in MOB \_\_\_\_\_, Folio \_\_\_\_\_, Instrument Number \_\_\_\_\_  
**Judgment** in favor of \_\_\_\_\_  
Against \_\_\_\_\_  
In the sum of \$ \_\_\_\_\_, Dated \_\_\_\_\_  
Recorded in MOB \_\_\_\_\_, Folio \_\_\_\_\_, Instrument Number \_\_\_\_\_  
**Other** \_\_\_\_\_, Dated \_\_\_\_\_  
Recorded in MOB \_\_\_\_\_, Folio \_\_\_\_\_, Instrument Number \_\_\_\_\_

**This Request to Cancel is based on the following:** (Please check the appropriate box and attach documentation)

Affidavit to Cancel by Title Insurance Officer (**LA. R.S. 9:5167.1**)

Release by Licensed Financial Institution (**LA R.S. 9:5172**, formerly LA. R.S. 44:109)

Notary Affidavit Proving Payment of Lost Paraphed Note (**LA. R.S. 9:5167 A.(1)**)

Release by Notarial Act with Paraph (**LA. R.S. 9:5170 A(2)**, formerly LA. R.S. 44:107 A(2))

Note - Original Promissory Note Attached - "Paid" or "Cancelled" (**LA R.S. 9:5170A(1)**, formerly LA.R.S. 44:107A(1))

Affidavit of Obligee of Record of Lost Paraphed Obligation (**LA. R.S. 9:5168**)

Order of Discharge in Bankruptcy (**LA. R.S. 9:5175C**, formerly LA. R.S. 44:111C)

Affidavit of Title Insurer Directing Partial Cancellation on Mortgage Certificate (**LA. R.S. 13:4344.1**)

Uniform Request and Cancellation Affidavit (**LA. R.S. 9:5166**)

Release of Unparaphed Obligation (**LA. R.S. 9:5169**, formerly LA. R.S. 44:106 )

Certificate by Sheriff, Marshall in judicial sale or Court Order (**LA. R.S. 9:5171**, formerly LA. R.S. 44:108)

Effect of mortgage or privilege has ceased for lack of reinscription (**CC Art. 3367**)

*(Mortgage Certificate required to be attached)*

No suit or motion for to revive previously reinscribed judicial mortgage (**CC Art. 3368**)

*(Clerk's Civil Certificate required to be attached)*

Other: \_\_\_\_\_

The undersigned acknowledges that he is liable to and shall indemnify the Recorder of Mortgages and any person relying on this request for cancellation for any damages they may suffer as a consequence of such reliance in accordance with the provisions of Louisiana law.

Attached is my payment in the amount of \$ \_\_\_\_\_ of fees to effect the above requested cancellation.

Please charge my Account Number \_\_\_\_\_.

Payment will be made through e-Recording Vendor.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Company Name: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_



## BOND FOR RELEASE OF PRIVATE WORKS LIEN

### KNOW ALL MEN BY THESE PRESENTS:

THAT \_\_\_\_\_,  
represented by \_\_\_\_\_ its duly authorized  
agent(s), of the Parish/ County of \_\_\_\_\_, State of \_\_\_\_\_  
as **Principal(s)**, and \_\_\_\_\_  
as **Surety**, represented herein by \_\_\_\_\_,  
duly authorized are held and firmly bound unto **Melissa R. Henry, Clerk of Court** and  
\_\_\_\_\_  
in the sum of \_\_\_\_\_ Dollars \$ \_\_\_\_\_,  
for the payment of which sum well and truly to be made to the said **Melissa R. Henry, Clerk of  
Court** and \_\_\_\_\_  
their heirs, administrators, or assigns, firmly by these presents;

**WHEREAS**, \_\_\_\_\_ did enter into a  
certain written contract dated \_\_\_\_\_, with \_\_\_\_\_  
\_\_\_\_\_ for work in the Parish of St. Tammany, Louisiana,  
which contract \_\_\_\_\_ is \_\_\_\_\_ is not \_\_\_\_\_ recorded in the official records of St. Tammany Parish,  
Louisiana at MOB \_\_\_\_\_, Folio \_\_\_\_\_ Instrument No. \_\_\_\_\_; and

**WHEREAS**, \_\_\_\_\_ **Claimant(s)**  
did execute an affidavit asserting a lien against \_\_\_\_\_  
\_\_\_\_\_, dated \_\_\_\_\_, filed for record on \_\_\_\_\_, recorded as  
MOB \_\_\_\_\_, Folio \_\_\_\_\_, Instrument No. \_\_\_\_\_ in the mortgage records  
of St. Tammany Parish, thereby claiming a lien against work, labor and/or materials in in the  
amount of \_\_\_\_\_ Dollars \$ \_\_\_\_\_,  
bearing against real property described as: (Property Description or Attachment made a part  
hereof) \_\_\_\_\_  
\_\_\_\_\_;

**WHEREAS**, \_\_\_\_\_ **Principal(s)**, an interested party,  
desires to bond said claim of lien as authorized by the provisions of Louisiana RS 9:4835, et seq.;

**NOW** the condition of the above obligation is such that in the event that the legality of the  
aforesaid claim of lien is established by suit or otherwise, this bond shall remain in full force and  
effect to protect the interests of the Claimant(s) in the premises and to secure payment of the  
claim described and referred to hereinabove filed by \_\_\_\_\_  
\_\_\_\_\_ (Lien Claimant);

**ACCORDINGLY,** said Clerk of Court and Ex-Officio Recorder of Mortgages for St. Tammany Parish, Louisiana, is hereby requested, authorized and directed to release the said lien recorded in MOB \_\_\_\_\_, Folio \_\_\_\_\_, Instrument Number \_\_\_\_\_, and substitute in lieu thereof this bond. Appearers further hereby agree to relieve, release, hold harmless and indemnify Melissa R. Henry, Clerk of Court from any and all damages resulting from the cancellation of the encumbrance described hereinabove.

<b>PRINCIPAL:</b> _____	<b>PRINCIPAL:</b> _____
Printed Name: _____	Printed Name: _____
Title: _____	Title: _____
Mailing Address: _____	Mailing Address: _____
City: _____ State: _____ ZIP: _____	City: _____ State: _____ ZIP: _____
Telephone: _____	Telephone: _____
Email Address: _____	Email Address: _____

State of \_\_\_\_\_  
Parish/County of \_\_\_\_\_  
Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_  
Notary ID or Bar Roll Number: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_

**SURETY:** \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
By: \_\_\_\_\_  
Its duly authorized agent

State of \_\_\_\_\_  
Parish/County of \_\_\_\_\_  
Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_  
Notary ID or Bar Roll Number: \_\_\_\_\_  
Commission Expires: \_\_\_\_\_

Approved: Date \_\_\_\_\_  
\_\_\_\_\_  
CLERK OF COURT