

Franklin Township

Somerset County, New Jersey



Municipal Building
475 DeMott Lane
Somerset, NJ 08873
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Checklist for Discharge of Housing Rehabilitation Mortgage

The following shall be submitted:

- A copy of the recorded mortgage note requested to be discharged.
- A fully completed and notarized Discharge of Housing Rehabilitation Mortgage Authorization Form
- A fully completed and notarized Discharge of Second Repayment Mortgage
- A check made out to “Franklin Township” in the amount of the mortgage to be discharged.

Process for Discharge of Housing Rehabilitation Mortgage

1. The Borrower’s Authorized Representative provides all of the materials outlined in the Checklist for Discharge of Housing Rehabilitation Mortgage (above)
2. The Township will then:
 - a. Conduct review of the submitted materials for completeness and accuracy
 - b. Inform the Borrower’s Authorized Representative in writing within 15 business days of approval or denial of the request.
 - c. Upon Township approval of the submitted materials, the Township will:
 - Execute the Discharge of Second Repayment Mortgage;
 - Deposit the submitted check; and
 - Mail the executed Discharge of Second Repayment Mortgage to the Borrower’s Authorized Representative.
3. The Borrower’s Authorized Representative files the Discharge of Second Repayment Mortgage with the Somerset County Clerk.
4. The Borrower’s Authorized Representative provides a copy of the filed Discharge of Second Repayment Mortgage to the Township.