

REQUEST FOR FULL RECONVEYANCE
(To be used only when the obligations have been paid)

To: TICOR TITLE INSURANCE COMPANY, TRUSTEE

Dated: October 10, 2023

The undersigned is the legal owner and holder of all indebtedness secured by the foregoing Trust Deed made by DACRE G. OLMSTEAD & RUBY E. OLMSTEAD as Grantor to the CITY OF ST. HELENS of Columbia County, Oregon dated January 22, 2008, recorded February 6, 2008 in official instrument number 2008-001207 in the official public records of the clerk of the court of the county of Columbia, Oregon, encumbering the property situated in said State and County described as follows, to wit:

Property Address: 296 N. 4th, St. Helens, OR 97051

All sums secured by the trust deed have been fully paid and satisfied. You are hereby requested and directed, on payment to you of any sums owing to you under the terms of said Trust Deed, to cancel all evidences of indebtedness, secured by said Trust Deed, delivered to you herewith together with said Trust Deed and to reconvey, without warranty, to the parties designated by the terms of said Trust Deed, the estate now held by you under the same.

Mail recorded reconveyance along with the enclosed original documents to:

ESTATE OF RUBY E. OLMSTEAD
296 N. 4TH STREET
ST. HELENS, OR 97051

By: _____, Beneficiary
RICK SCHOLL, MAYOR, CITY OF ST. HELENS, OR COUNTY OF COLUMBIA

Do not lose or destroy this Trust Deed or the note which it secures. Both must be delivered to the Trustee for cancellation before reconveyance will be made.



Community Action Team

Serving Columbia, Clatsop, and Tillamook Counties

phone (503) 397-3511

fax (503) 397-3290

www.cat-team.org

October 10, 2023

Kathy Payne
City of St. Helens
~~PO Box 278~~ 265 Strand Street
St. Helens, OR 97051

RECEIVED
OCT 13 2023
CITY RECORDER

Dear Kathy:

Enclosed is a check to the City in the amount of \$20,721.83, a payback of the loan on the property of:

Ruby & Dacre Olmstead
296 N. 4th Street
St. Helens, OR 97051

As in the past, the City should deposit this check and enter the payback in the City ledger.

Please then create a new check for \$20,721.83 to Community Action Team for deposit in the City of St. Helens Revolving Loan Fund.

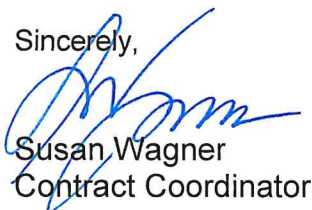
In addition, the Satisfaction of Mortgage document needs to be signed by Mayor Scholl, at his earliest convenience. If you would then send the documents to:

Community Action Team, Inc.
Attention: Susan Wagner
125 N 17th Street
St. Helens, OR 97051

We will forward it to the appropriate title company.

If you have any questions or concerns about any of the enclosed information, please contact me at 503-366-6562.

Sincerely,



Susan Wagner
Contract Coordinator

Enclosures
Reconveyance for Signature
Enc: Ck #889287214; \$20,721.83

Family Resource Center
125 North 17th Street
Saint Helens, OR 97051

Fiscal Office
124 North 18th Street
Saint Helens, OR 97051

Child & Family Programs
108 West B Street
Rainier, OR 97048

Kathy Payne

From: Finance Dept
Sent: Monday, October 16, 2023 10:54 AM
To: Kathy Payne
Subject: Receipt #R00223524

275 Strand Street
M: 265 Strand St
St Helens, OR 97051
503-397-6272

DATE : 10/16/2023 10:52 AM
OPER : DR
TKBY : Dawn
TERM : 7
REC# : R00223524
169 TRANSITIONAL HOUSING
CAT Loan Payoff 20721.83

Paid By:First American Title Ins Company 2-Check 20721.83 REF:889287214



Check Request Form

265 Strand St, St. Helens, OR 97051 | 503-397-6272 office | www.ci.st-helens.or.us

CHECK REQUEST INFORMATION

Pay To: Community Action Team, Inc. (*Please attach any backup to this request)

Amount: \$20,721.83

Distribution of Payment: 203-717-52028

Description of Payout: CAT Loan Payoff for Olmstead @ 296 N. 4th Street

Payment Required by: _____ (Date)

NEXT AP RUN

Delivery of Check: MAIL OUT

GIVE TO: Kathy Payne

CHECK REQUEST MADE BY:

Kathy Payne
Signature

10/16/23
Date

CHECK REQUEST APPROVED BY:

[Signature]
Signature

10/17/23
Date