

Release Request for Escrow Account Funds

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Escrow Agent:

[Escrow Agent's Name]

[Escrow Company Name]

[Company Address]

[City, State, Zip Code]

Subject: Request for Release of Escrow Funds

Dear [Escrow Agent's Name],

I hope this letter finds you well. I am writing to formally request the release of funds from the escrow account established under the name of [Beneficiary Name], account number [Account Number].

As per the terms of our escrow agreement dated [Date of Agreement], all conditions for the release of these funds have been met. [Briefly describe the conditions that have been met].

Please process this request at your earliest convenience and release the funds to the following account:

[Beneficiary's Bank Name]

[Bank Account Number]

[Bank Routing Number]

Should you require any additional documentation or information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]