

# **Inquiry for Escrow Account Transaction Summary**

Date: [Insert Date]

[Recipient's Name]

[Escrow Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to inquire about the transaction summary for my escrow account associated with [Property Address or Transaction Reference Number].

Could you please provide me with a detailed summary of all transactions carried out in my escrow account, including deposits, disbursements, and any applicable fees? Specifically, I would like information covering the period from [Start Date] to [End Date].

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]