

# Escrow Account Summary Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Escrow Company Name]

[Escrow Company Address]

[City, State, Zip Code]

Dear [Escrow Officer's Name],

I am writing to request a summary of my escrow account associated with [insert property address or account number].

For your reference, please find my account details below:

- Account Holder Name: [Your Name]
- Property Address: [Insert Property Address]
- Escrow Account Number: [Insert Account Number]

I would like the summary to include details on the current balance, recent transactions, and any pending actions related to the account.

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]