

Escrow Account Deficiency Notice

Date: [Insert Date]

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Escrow Account Deficiency Notice

I am writing to inform you of a deficiency in your escrow account associated with your mortgage loan account number [Insert Loan Number]. As of [Insert Date], the escrow account balance is insufficient to cover the upcoming expenses, including property taxes and insurance premiums.

The current deficiency amount is [Insert Amount]. To avoid any potential issues, I kindly request that you make a deposit of this amount by [Insert Due Date]. If you have any questions or concerns regarding this notice, please do not hesitate to contact me at [Insert Phone Number] or [Insert Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Job Title]
[Your Company Name]