

Request for Escrow Account Refund

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 Company Representative's Name],

I am writing to formally request a refund of the balance remaining in my escrow account, associated with the property located at [Property Address]. The details of the escrow account are as follows:

- Account Number: [Account Number]
- Closing Date: [Closing Date]
- Property Description: [Brief Description of Property]

As per the terms of our agreement, I believe that I am entitled to a refund of the remaining funds, which total [Amount to be Refunded]. Please process this request at your earliest convenience.

If you require any additional information or documentation to process my request, 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]