

Notification of Escrow Account Termination

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to inform you that your escrow account, numbered [Escrow Account Number], will be terminated effective [Termination Date]. This decision has been made due to [reason for termination].

Please ensure that all outstanding transactions are settled by the termination date. After this date, any remaining funds will be disbursed according to the terms outlined in the escrow agreement.

If you have any questions or require further assistance, please do not hesitate to contact us at [Contact Information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]