

Escrow Account Statement Clarification

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to seek clarification regarding the escrow account statement received on [Insert Date of Statement]. After reviewing the statement, I have noticed some discrepancies that I would like to address.

[Briefly describe the discrepancies, amounts, and any relevant details that require clarification.]

Could you please provide detailed explanations for the noted items? Your assistance in this matter is greatly appreciated as it will help in maintaining accurate records.

Thank you for your time and help. I look forward to your prompt response.

Sincerely,

[Your Name]