

Escrow Account Closure Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Escrow Agent Name

[Escrow Company Name]

[Escrow Company Address]

[City, State, Zip Code]

Dear [Escrow Agent Name],

I am writing to formally request the closure of my escrow account (Account Number: [Insert Account Number]) following the resolution of our recent dispute regarding [briefly describe the nature of the dispute].

After careful consideration and resolution of the matter, we have agreed upon the distribution of funds as follows: [insert details of the funds distribution]. In light of this agreement, I kindly request that you proceed with closing the escrow account and provide me with a confirmation of the closure.

Please let me know if you require any further information or documentation to process this request. Thank you for your assistance.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]