

Escrow Account Closure Request

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To: [Escrow Company Name]

[Escrow Company Address]

[City, State, Zip Code]

Dear [Escrow Officer's Name],

I am writing to formally request the closure of my escrow account, account number [Account Number]. I would like to ensure that all funds in the account are disbursed according to the terms outlined in our agreement.

Additionally, please note my updated contact information as follows:

- New Address: [New Address]
- New Phone Number: [New Phone Number]
- New Email Address: [New Email Address]

Thank you for your prompt attention to this matter. Please confirm the closure of my escrow account at your earliest convenience.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]