

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Mortgage Servicer Name]  
[Escrow Department Address]  
[City, State, Zip Code]

**RE: Notice of Error - Escrow Account Calculation**

Loan Number: [Your Loan Number]  
Property Address: [Your Property Address]

To Whom It May Concern,

I am writing to formally notify you of a calculation error regarding my escrow account for the property mentioned above. This letter is a "Notice of Error" submitted under the Real Estate Settlement Procedures Act (RESPA).

I believe there is a mistake in the most recent escrow analysis dated [Date of Statement]. Specifically, the error pertains to:

- [Insert detail: e.g., Incorrect property tax amount used]
- [Insert detail: e.g., Failure to account for a lower insurance premium]
- [Insert detail: e.g., Incorrect calculation of the required cushion/reserve]

According to my records, the correct information should be: [Provide correct figures or details]. Attached are copies of [List supporting documents: e.g., tax bills, insurance policy declarations] to support this claim.

I request that you review my account, correct the escrow payment amount, and provide me with a revised escrow analysis statement. Please acknowledge receipt of this notice within five business days and resolve the error within 30 business days, as required by law.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]