

[Date]

[Lender Name]  
[Lender Address]  
[City, State, Zip Code]

[Borrower Name]  
[Property Address]  
[City, State, Zip Code]

## **RE: Annual Escrow Account Disclosure Statement**

Loan Number: [Loan Number]

Dear [Borrower Name],

This is your Annual Escrow Account Disclosure Statement, as required by the Real Estate Settlement Procedures Act (RESPA). This statement provides a summary of the activity in your escrow account over the past year and a projection of the activity for the coming year.

### **1. Previous Year Summary**

The following is a summary of the payments made into and disbursements made from your escrow account during the period of [Start Date] to [End Date]:

- Total Deposits: \$[Amount]
- Total Disbursements (Taxes/Insurance): \$[Amount]
- Ending Account Balance: \$[Amount]

### **2. Projections for the Coming Year**

Based on our estimates for your upcoming property taxes and insurance premiums, your new monthly escrow payment will be:

- New Monthly Escrow Payment: \$[Amount]
- Total Monthly Mortgage Payment: \$[Amount] (Effective: [Date])

### **3. Account Analysis Result**

Your account currently has a: [Check one]

**Surplus:** Your account has a surplus of \$[Amount]. This will be [refunded to you / applied to your future payments].

**Shortage:** Your account has a shortage of \$[Amount]. This will be collected over [Number] months at \$[Amount] per month.

**Deficiency:** Your account has a deficiency of \$[Amount]. This will be collected over [Number] months.

If you have any questions regarding this statement or your escrow account, please contact our Customer Service Department at [Phone Number] or visit our website at [Website].

Sincerely,

[Lender Name/Escrow Department]