

Date: [Insert Date]

To:

[Bank Name]

[Bank Address]

[City, State, Zip Code]

RE: Escrow Account Designation and Authorization

To Whom It May Concern,

This letter serves as formal notification and authorization to designate the following bank account as an "Escrow Account" for the purposes of holding funds in trust related to [Insert Project Name or Transaction Reference].

Account Information:

Account Holder Name: [Insert Name]

Account Number: [Insert Account Number]

Routing Number: [Insert Routing Number]

Account Type: [Insert Type, e.g., Checking/Savings]

Authorization of Escrow Agent:

I/We hereby appoint [Name of Escrow Agent/Firm] as the authorized Escrow Agent. The Escrow Agent is granted the authority to manage, monitor, and execute transactions within this account in accordance with the terms set forth in the Escrow Agreement dated [Insert Date of Agreement].

Disbursement Instructions:

The Bank is hereby authorized to honor checks, wire transfers, and withdrawal requests initiated by the Escrow Agent, provided they comply with the established security protocols. This designation shall remain in effect until the Bank receives written notice of termination signed by all parties involved in the underlying transaction.

Acknowledgment:

The undersigned acknowledges that the Bank acts solely as a depository and is not responsible for the fulfillment of the terms of the Escrow Agreement between the parties.

Sincerely,

[Authorized Signature]

[Printed Name]

[Title/Position]

[Escrow Agent Signature]

[Printed Name]
[Company Name]