

[Date]

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

**RE: Approval of Escrow Waiver Request - Loan Number: [Loan Number]**

Dear [Borrower Name],

We are pleased to inform you that your request to waive the escrow account requirements for the above-referenced loan has been approved, effective [Effective Date].

Based on this approval, you are now responsible for the direct payment of the following items:

- Property Taxes (County, City, and/or School)
- Hazard/Homeowners Insurance Premiums
- Flood Insurance Premiums (if applicable)

**Important Conditions of Waiver:**

- **Proof of Payment:** You must provide the lender with receipts or proof of payment for taxes and insurance premiums upon request.
- **Continuous Coverage:** You must maintain adequate insurance coverage at all times. Failure to do so may result in the lender purchasing "Force-Placed Insurance" at your expense.
- **Account Balance:** Any remaining funds in your current escrow account will be applied to your principal balance or refunded to you within [Number] days.

Please note that the lender reserves the right to revoke this waiver and re-establish an escrow account if payments are not made on time, if the property becomes subject to a tax lien, or if insurance coverage lapses.

Your new monthly mortgage payment, excluding escrow deposits, will be \$[New Payment Amount], starting on [Payment Change Date].

If you have any questions, please contact our Customer Service Department at [Phone Number].

Sincerely,

[Name of Representative]  
[Title]  
[Lending Institution Name]