

[Company Name]  
[Company Address]  
[City, State, Zip Code]  
[Phone Number]

[Date]

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

Re: Loan Number: [Loan Number]  
Subject: Approval of Escrow Waiver Request

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].

As a result of this approval, you are now responsible for the direct payment of the following items:

- Property Taxes
- Hazard/Homeowners Insurance
- [Other, e.g., Flood Insurance/Mortgage Insurance]

**Conditions of Waiver:**

Please be advised that this waiver is subject to the following conditions:

1. **Proof of Payment:** You must provide [Company Name] with evidence of payment for taxes and insurance premiums no later than [Number] days after the due date.
2. **Timely Payments:** All tax and insurance obligations must be paid on time to avoid penalties or tax liens against the property.
3. **Coverage Maintenance:** You must maintain continuous insurance coverage. Failure to do so may result in "Lender Placed Insurance," which is typically more expensive.

Your new monthly mortgage payment will be [New Monthly Amount], starting on [Payment Date]. This amount reflects the principal and interest only.

Please note that [Company Name] reserves the right to revoke this waiver and re-establish an escrow account if payments are not made promptly or if the loan becomes delinquent.

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

Sincerely,

[Name/Signature]  
[Title]  
[Company Name]