

[Date]

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

RE: Notice of Escrow Account Closure

Loan Number: [Loan Number]

Dear [Borrower Name],

This letter serves as formal notification that your escrow account associated with the above-referenced loan will be closed effective [Closure Date].

Summary of Change:

- **Escrow Deletion:** Your account will no longer be managed by [Financial Institution Name] for the payment of property taxes and/or insurance premiums.
- **New Monthly Payment:** Starting [Date of First New Payment], your new monthly mortgage payment will be \$[Amount], consisting of principal and interest only.
- **Final Escrow Balance:** Any remaining funds in your escrow account, totaling \$[Amount], will be [refunded via check / applied to your principal balance] by [Date].

Your Responsibilities:

Please be advised that you are now solely responsible for the timely payment of your property taxes, homeowners insurance premiums, and any other assessments previously covered by the escrow account. Failure to pay these items may result in tax liens or the placement of lender-placed insurance at a higher cost.

If you have any questions regarding this closure, please contact our Customer Service Department at [Phone Number] or via email at [Email Address].

Sincerely,

[Sender Name]
[Title]
[Financial Institution Name]