

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Lender/Service Name]
[Escrow Department Address]
[City, State, Zip Code]

RE: Notice of Request for Escrow Deletion

Loan Number: [Your Loan Number]
Property Address: [Property Address]

To Whom It May Concern,

I am writing to formally request the removal of the escrow account associated with the above-referenced mortgage loan. I wish to manage the payment of property taxes and homeowner's insurance premiums directly.

I understand that to qualify for escrow deletion, I must meet specific equity requirements and maintain a history of on-time payments. Please review my account to confirm eligibility for this request.

Upon approval of this deletion, please provide written confirmation including:

- The effective date of the escrow removal.
- The adjusted monthly mortgage payment amount (principal and interest only).
- The timeline and method for the refund of any remaining balance currently held in the escrow account.

I acknowledge that by deleting this escrow account, I assume full responsibility for paying all property taxes and insurance premiums by their respective due dates. I agree to provide proof of payment or insurance coverage to [Lender Name] upon request.

Thank you for your prompt attention to this matter. Please contact me at [Phone Number] or [Email Address] if you require additional documentation.

Sincerely,

[Your Signature]
[Your Printed Name]