

[Your Name]
[Your Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Mortgage Servicer Name]
[Escrow Department Address]
[City, State, Zip Code]

RE: Request to Terminate Escrow Account
Loan Number: [Your Loan Number]

To Whom It May Concern,

I am writing to formally request the termination of the escrow account associated with the above-referenced mortgage loan. This request is being made in conjunction with the recent refinancing of my property.

Please close the escrow account effective immediately. I request that any remaining funds currently held in the account be returned to me in the form of a check sent to my mailing address listed above within [Number, e.g., 30] days.

I understand that by terminating this escrow account, I assume full responsibility for the timely payment of all future property taxes, homeowners insurance premiums, and any other assessments related to the property.

Please provide written confirmation once the account has been closed and the refund has been processed. If there are any specific forms required to complete this process, please send them to me at your earliest convenience.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]