

[Date]

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

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

**RE: Notice of Escrow Refund - Loan Number: [Loan Number]**

Dear [Borrower Name],

Congratulations on paying your loan in full. Our records indicate that your mortgage account was officially closed on [Payoff Date].

As a result of the final payoff, there was a remaining balance in your escrow account. Please find enclosed a check in the amount of \$[Amount], which represents the full refund of your remaining escrow funds.

This refund includes any overages previously held for the payment of property taxes and homeowners insurance.

Please note the following:

- You are now responsible for the direct payment of your future property taxes.
- You are now responsible for the direct payment of your homeowners insurance premiums.
- We have notified your local taxing authority and insurance carrier that we are no longer servicing this loan.

If you have any questions regarding this refund or your closed account, please contact our Customer Service Department at [Phone Number] or visit our website at [Website URL].

Thank you for the opportunity to have served your mortgage needs.

Sincerely,

[Name/Department]  
[Lender Name]

Enclosure: Escrow Refund Check