

[Date]

[Mortgage Servicer Name]

[Address]

[City, State, Zip Code]

[Borrower Name]

[Property Address]

[City, State, Zip Code]

RE: Notice of Initial Escrow Disbursement for Property Taxes

Loan Number: [Your Loan Number]

Dear [Borrower Name],

This letter is to inform you that an initial disbursement has been made from your escrow account to pay the property taxes for the property located at [Property Address].

Disbursement Details:

- **Taxing Authority:** [Name of City/County Tax Office]
- **Tax Period:** [e.g., 2023 Annual or Q1 2024]
- **Disbursement Date:** [Date Paid]
- **Amount Paid:** \$[Amount]

This payment was made using the funds collected as part of your monthly mortgage payments. No action is required from you at this time. This information is provided for your records and will be reflected in your Annual Escrow Disclosure Statement.

If you have any questions regarding this payment or your escrow account balance, please contact our customer service department at [Phone Number] or visit our website at [Website URL].

Sincerely,

[Escrow Department Name]

[Mortgage Servicer Name]