

**Date:** [Insert Date]

**To:** [Escrow Agent/Company Name]

**Address:** [Escrow Company Address]

**Escrow Number:** [Insert Escrow Number]

**RE: JOINT ESCROW INSTRUCTIONS FOR DIVORCE SETTLEMENT**

To Whom It May Concern,

This letter serves as formal joint instruction regarding the distribution of funds held in escrow related to the sale/settlement of [Property Address or Asset Description] pursuant to the divorce proceedings of [Party A Name] and [Party B Name].

You are hereby authorized and directed to disburse the net proceeds currently held in escrow as follows:

- **To [Party A Name]:** \$[Insert Amount] or [Insert Percentage]% of net proceeds.
- **To [Party B Name]:** \$[Insert Amount] or [Insert Percentage]% of net proceeds.
- **Other Disbursements:** [Insert amount to be paid to attorneys, creditors, or liens, if applicable].

Payment should be made via [Check/Wire Transfer] to the following accounts:

**[Party A] Account Info:**

Bank Name: [Insert]

Account Number: [Insert]

Routing Number: [Insert]

**[Party B] Account Info:**

Bank Name: [Insert]

Account Number: [Insert]

Routing Number: [Insert]

These instructions may not be amended or revoked unless a written agreement signed by both parties or a certified court order is provided to you.

Sincerely,

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[Party A Signature]

Date: [Insert Date]

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[Party B Signature]

Date: [Insert Date]