

Date: [Insert Date]

To: [Escrow Officer Name]
[Escrow Company Name]
[Address]
[City, State, Zip Code]

Re: Escrow Number: [Insert Escrow Number]
Property Address: [Insert Property Address]

Dear [Escrow Officer Name],

Regarding the above-referenced escrow account, please be advised that the title search and clearance process for the property have been successfully completed. All identified liens, encumbrances, and title issues have been resolved to the satisfaction of the parties involved.

With the title now confirmed as clear, I hereby authorize [Escrow Company Name] to proceed with the following actions:

- Finalize all closing documentation and accounting statements.
- Collect and verify all remaining funds required for closing.
- Coordinate the recording of the Deed and any relevant security instruments with the County Recorder's office.
- Disburse funds in accordance with the final Settlement Statement once recording is confirmed.

Please notify all parties once the transaction has officially closed and the funds have been distributed.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title/Role, e.g., Seller or Buyer]
[Your Phone Number]