

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

[Date]

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

RE: Authorization to Release Escrow Information

Escrow Number: [Insert Escrow Number]

Property Address: [Insert Property Address]

To Whom It May Concern,

I am the [Buyer/Seller/Owner] of the property mentioned above. I hereby authorize [Name of Person or Company to receive info] to request and receive any and all information, documents, and status updates regarding the escrow account referenced above.

This authorization includes, but is not limited to, the release of:

- Closing statements and settlement sheets
- Payoff demands and lien information
- Estimated net sheet data
- Status of contingencies and timelines

This authorization shall remain in effect until the close of escrow or until I revoke it in writing. Please cooperate with [Name of Person or Company] as you would with me directly.

Should you have any questions or require further verification, please contact me at [Your Phone Number].

Sincerely,

[Your Signature]

[Your Printed Name]