

Date: [Insert Date]

To: [Escrow Company Name]

Address: [Escrow Company Address]

Escrow Officer: [Officer Name]

Escrow Number: [Insert Escrow Number]

Re: Authorization to Release Information

Property Address: [Insert Full Property Address]

To Whom It May Concern,

I/We, [Your Name(s)], the undersigned, am/are the [Seller/Buyer] of the property mentioned above. I/we hereby authorize [Escrow Company Name] to release any and all information, documents, and closing statements related to the above-referenced escrow account to the following individual(s) or entity:

Name of Authorized Party: [Name of Person or Company]

Relationship: [e.g., Real Estate Agent, Attorney, Mortgage Broker]

Contact Information: [Phone Number/Email]

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

- Preliminary Title Reports
- Estimated Settlement Statements (HUD-1/Closing Disclosure)
- Payoff Demands
- Status Updates regarding the closing process

This authorization shall remain in effect until the close of escrow or until revoked by me/us in writing.

Sincerely,

[Print Name]

[Date]

[Print Name]

[Date]