

Date: [Insert Date]

To: [Escrow Officer Name / Title Company Name]

[Escrow/Title Company Address]

[City, State, Zip Code]

RE: Notice of Termination and Request for Release of Earnest Money Deposit

Escrow/File Number: [Insert Number]

Property Address: [Insert Full Property Address]

Dear [Escrow Officer Name],

Pursuant to the terms of the Purchase and Sale Agreement dated [Insert Date of Contract] for the above-referenced property, this letter serves as formal notice that the Buyer is terminating the agreement due to the inability to obtain financing approval.

Attached is the Loan Denial Letter from the Buyer's lender. Under the Financing Contingency of the contract, the Buyer is entitled to a full refund of the Earnest Money Deposit.

By signing below, the Buyer and Seller hereby authorize and instruct [Escrow Company Name] to cancel the escrow and release the Earnest Money Deposit in the amount of \$[Insert Amount] to the Buyer at the address provided below:

Buyer Disbursement Address:

[Buyer Name]

[Address]

[City, State, Zip Code]

Please process this cancellation and refund immediately. Should you require any further documentation, please contact us at [Insert Phone Number].

Sincerely,

Buyer Signature / Date

Buyer Signature / Date

Seller's Authorization:

By signing below, the Seller agrees to the cancellation of this escrow and the release of the Earnest Money Deposit to the Buyer.

Seller Signature / Date

Seller Signature / Date