

Date: [Insert Date]

To: [Name of Escrow Agent/Company]

Address: [Escrow Company Address]

Escrow/File Number: [Insert Number]

RE: Brokerage Commission Escrow Fund Disbursement Authorization

Property Address: [Insert Full Property Address]

To Whom It May Concern,

This letter serves as formal authorization for the disbursement of brokerage commission funds currently held in escrow for the above-referenced transaction.

The closing of the sale for the subject property was completed on [Insert Date]. Per the terms of the signed commission agreement, please disburse the funds as follows:

1. Listing Brokerage: [Brokerage Name]

Amount: \$[Insert Amount]

Tax ID/EIN: [Insert Number]

Payment Method: [Check / Wire Transfer]

2. Selling/Cooperating Brokerage: [Brokerage Name]

Amount: \$[Insert Amount]

Tax ID/EIN: [Insert Number]

Payment Method: [Check / Wire Transfer]

By signing this authorization, the parties agree that this disbursement fulfills all obligations regarding the real estate commissions for this transaction. Should you require any further documentation, please contact [Contact Person Name] at [Phone Number/Email].

Sincerely,

[Principal Name/Broker of Record]

[Title]

[Brokerage Name]

[Co-Broker Name/Title - If Applicable]

[Brokerage Name]