

Date: [Insert Date]

To: [Insert Escrow Agent/Title Company Name]

From: [Insert Buyer Name(s)] and [Insert Seller Name(s)]

Property Address: [Insert Full Property Address]

RE: Release of Earnest Money Deposit

Dear [Insert Name of Escrow Officer],

This letter serves as a formal instruction to release the earnest money deposit currently held in escrow for the above-referenced property. This request is being made due to the following circumstances:

- The property's appraised value came in lower than the agreed-upon purchase price.
- The Buyer and Seller were unable to reach an agreement regarding the price difference.
- The Buyer is exercising their right to terminate the contract under the Appraisal Contingency.

The total earnest money amount of \$[Insert Amount] should be released and distributed as follows:

Payable to: [Insert Recipient Name, typically the Buyer]

Amount: \$[Insert Amount]

Delivery Method: [Insert Method, e.g., Check by Mail or Wire Transfer]

By signing below, both Buyer and Seller agree to release each other from any further obligations under the Purchase Agreement and authorize the immediate disbursement of these funds.

Sincerely,

Buyer Signature
[Insert Buyer Name]

Buyer Signature
[Insert Buyer Name]

Seller Signature
[Insert Seller Name]

Seller Signature
[Insert Seller Name]