[Your Company Letterhead]
Date:
То:
Attention:
Subject: Escrow Account Audit Confirmation Request
Dear Sir/Madam,
We are currently conducting an audit of the financial statements of for the year ended . As part of our audit procedures, we request your confirmation of the following information concerning the escrow account maintained by your institution:
Account Name:
Account Number:
Escrow Balance as of [Date]:
Other Information (if applicable):
Please confirm the accuracy of the above information and provide any additional comments if necessary. Kindly sign and return this confirmation to us at your earliest convenience.
Thank you for your cooperation.
Sincerely,
Name:
Title:
Company:
Contact Information: