

# Escrow Instructions for Refinance Transactions

## 1. Parties

Borrower(s): \_\_\_\_\_

Lender: \_\_\_\_\_

Escrow Holder: \_\_\_\_\_

Property Address: \_\_\_\_\_

## 2. Escrow Number

Escrow No.: \_\_\_\_\_

## 3. Purpose

These instructions pertain to the refinance of the property described above. Escrow Holder is to act in accordance with the terms outlined herein to facilitate the closing.

## 4. Documents to be Deposited

- New loan documents from Lender
- Payoff statements for existing loan(s)
- Insurance and title documentation
- Any additional documents as required

## 5. Disbursement of Funds

Escrow Holder is authorized to disburse funds as follows:

- Payoff to existing lender(s)
- Fees for escrow, title, and recording
- Other payoff(s), if applicable
- Net proceeds to Borrower, if applicable

## 6. Recording

Upon satisfaction of all conditions, Escrow Holder shall record the new Deed of Trust and any related documents as required.

## 7. Miscellaneous

Any amendments to these instructions must be in writing and executed by all parties. Escrow Holder is not responsible for matters outside of these written instructions.

## 8. Closing

The escrow shall be closed when all instructions have been complied with and funds disbursed as set forth herein.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Borrower

Date

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Escrow Holder

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Date