

# Escrow Instructions Sample for Commercial Property Closing

## 1. Parties

These escrow instructions ("Instructions") are entered into as of \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by and between:

- Seller: \_\_\_\_\_
- Buyer: \_\_\_\_\_
- Escrow Holder: \_\_\_\_\_
- Property: \_\_\_\_\_

## 2. Deposit of Funds and Documents

1. The Buyer shall deposit the purchase price of \$ \_\_\_\_\_ by wire transfer / cashier's check into the escrow account on or before \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_.
2. The Seller shall deposit with Escrow Holder the duly executed deed and such other documents as may be required for closing.

## 3. Closing Conditions

Escrow Holder is instructed to close escrow and record the deed when the following conditions are fulfilled:

- Receipt of full purchase price from Buyer.
- Receipt of all required closing documents, including but not limited to executed deed and transfer tax forms.
- Title insurance commitment issued to Buyer insuring title as agreed in the Purchase Agreement.
- Satisfaction or removal of all title exceptions not approved by Buyer.
- Payment of all agreed closing costs and prorations.

## 4. Disbursement of Funds

Upon closing, Escrow Holder shall disburse the funds as follows:

- Purchase price (less costs and prorations) to Seller.
- Closing fees, title insurance premium, taxes, and other amounts as directed by the parties or closing statement.

## 5. General Provisions

- No changes to these instructions shall be valid unless made in writing and signed by all parties.
- If any dispute arises, Escrow Holder may hold the funds and documents pending resolution by the parties or court order.
- These instructions incorporate the terms of the purchase agreement dated \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ by reference.

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Seller

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Buyer

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Escrow Holder

