**EPIC DEED SERVICE CORP.**

**12211 S. Eastern Avenue, Suite 130, Henderson, NV 89052**

**(626) 287-1500 Ext. 4005**

**mary@epicdeedservice.com**

{{ESCROW}}

{{Escrow\_Street}}

{{Escrow\_City}}

Attn: {{Escrow\_Officer}}, Escrow Officer

{{Today’s\_Date}}

Escrow # {{ESCROW\_NUMBER}}

Exchange File# {{Exchange\_File\_Number}}

RE: {{Relinquished\_Property}}

Dear {{Escrow\_Officer\_Address}},

We enclose to you the following for your use in the closing of the above escrow:

1. Amendment regarding Substitution of Buyer.

Please forward your wire instructions to our office so we may send the proceeds and provide us at least 24 hours’ notice prior to funding.

After the close of escrow please forward to our office the following:

a) Closing statement showing vesting on the closing statement to read: (ie)

EPIC DEED SERVICE CORP.- {{Exchange\_File\_Number}} as Q.I for

**{{FULL\_TAXPAYER\_NAME}}**

1. Please send us copies of all signed escrow instructions and amendments with the closing package.
2. **Please collect a multiple property fee of $250.00 payable by check to EPIC DEED SERVICE CORP., with memo {{Exchange\_File\_Number}} at closing (Please also show this fee on the closing statement).**

Should you have any questions regarding this matter, please do not hesitate to contact the undersigned.

Sincerely,

Mary Quan

Exchange Coordinator