



Small Project Escrow Release Request Form

Processing of release request will not commence until all requested information has been provided. Fees will only be released to the person or company who originally posted the funds. No release may proceed until final invoices from third-party consultants on the project have been received and processed by the township finance department.

Escrow Account Name:

Property Address:

Phone Number: _____ Email address: _____

Amount Requested for Release: _____

Reason for Release (e.g. completion of improvements): _____

FOR TOWNSHIP USE ONLY

Date Request Received: _____ As-Builts Received: _____

As-Builts Meet Township Requirements: Yes No

Date Approved: _____ or Denied: _____ By: _____

If Denied – Date Letter sent to Requester: _____

If Approved – Date Forwarded to Finance for Review _____

Funds to Be Released: _____ Reviewed By: _____