

**LETTER TO EARNEST MONEY HOLDER  
(On Brokerage Firm Stationery)**

Date:

To:

As a real estate broker representing buyers or sellers in real estate transactions, I ask that you adhere to the provisions of the real estate contracts you receive in which I am acting as a real estate broker. In particular, I ask that you comply with those provisions concerning placement and handling of earnest money deposits found in paragraph 4(a). Depositing the earnest money you receive from me on behalf of my clients in a "CARHOF account" meets the requirements of paragraph 4(a) of the contract.

CARHOF, or the Colorado Association of Realtors® Housing Opportunity Foundation, is a charitable foundation created in 1990 for the purpose of promoting safe, decent and affordable housing for all in Colorado. CARHOF collects interest on escrow accounts and donates the money to nonprofit and public agencies that help low to moderate income families with their housing needs.

Please assure that the earnest money delivered to you as the Earnest Money Holder under the contract is placed in a designated trust account and that interest earned thereon is transferred to CARHOF. You may contact Julie Bramer at CARHOF (303-790-7099) if you need information about how to set up your trust account so that interest is transferred to CARHOF.

My brokerage firm has made the determination to relinquish earnest money only to Earnest Money Holders that agree to establish and use CARHOF accounts in holding earnest monies belonging to our clients. Please acknowledge, by signing below, your agreement to establish and use a CARHOF account when accepting and holding earnest monies delivered to you by this firm.

Sincerely,

Brokerage Firm

\_\_\_\_\_ (Earnest Money Holder) will adhere to the broker's instructions and the earnest money provision of the contract between the seller and buyer by depositing the earnest money into a trust account where interest earned thereon is transferred to CARHOF.

Date: \_\_\_\_\_

\_\_\_\_\_  
Earnest Money Holder

Mail completed letter to CARHOF, 309 Inverness Way South, Englewood, CO 80112 or  
Fax to 303-790-7099/800-317-3689, Attn: Julie Bramer