«Your\_Company»

«Your\_Address»

«Your\_City», «Your\_State» «Your\_Zip»

**«Date»**

**Reference # «Reference»**

«Owner\_First\_Name»«Owner\_Last\_Name»

«Mail\_Address»

«Mail\_City», «Mail\_State» «Mail\_ZIP\_Code»

Dear «Owner\_First\_Name»:

We would like to purchase the home you own located at **«Situs\_Address»** in **«Situs\_City»**, as referenced in the enclosed “Purchase Agreement.” The source of your ownership record is from the **«County\_Name»** County Assessor and this information is of public record and available to anyone who requests it.

**«Your\_Company»** is a property investment company that prides itself on quick, professional, easy transactions and seller satisfaction. We have been in business in the same location for more than twenty years and have successfully completed tens of thousands of home purchases like this one. This is the fastest, quickest, simplest way to sell this house.

In many situations, we can deliver a**cashier’s check to your door in as little as three days for the purchase price of the property.** We will pay **all** the associated costs of completing this transaction including back taxes within reason as well as title and escrow fees. The purchase price we agree upon is the amount of the cashier’s check you will receive. There are no additional fees of any kind.

If you are interested in selling, please complete the attached “Purchase Agreement” and email (take a picture) or send it back to us at the address above or simply call **«Your\_Phone».** You may also visit our website at **«Your\_website»** for more information about submitting an offer online.

Feel free to contact me anytime to discuss this contemplated transaction or the sale of any other property you may own.

Sincerely,

«Your\_Name»

«Your\_Company»

«Your\_Title»

«Date»

«Your\_Company»

«Your\_Address»

«Your\_City» «Your\_State», «Your\_Zip»

**Reference # «Reference»**

**Purchase Agreement**

Address: «Situs\_Address\_Full»

Legal Description: «Legal\_Description»

The purchase price of **«Offer\_Price»** will be paid in full at the time of closing unless otherwise discussed. We, the buyer, will pay the cost of completing the transaction including any outstanding property taxes within reason.

This offer is contingent upon the following terms:

1. Buyer’s confirmation of the legal and physical aspects of the property ownership.
2. Said property is to be sold free and clear of all encumbrances, with good and marketable title and with full possession to said property available to Buyer at the date of closing.
3. Seller to provide abstract or prior owners policy, if available.
4. This offer shall remain open until **«Closing\_Date»** and if not accepted by then, the offer shall be rescinded, unless otherwise discussed.

**«Your\_Company» (BUYER)**

**«Date»**

(SELLER)

Buyer (Sign) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner (sign) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Buyer (Print) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner (print) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner (sign) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Owner (print) :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

 Current Address :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

 Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_