

[Your name]

[Your address]

[Date]

[Seller's name]

[Seller's address]

Dear [seller's name],

We are writing this letter to thank you for allowing us to see your beautiful home, and are very pleased to submit the attached offer.

We want to compliment your home, as it immediately struck us as a beautiful and comfortable place to live in. [Mention specific aspects of the home that you like.]

Let me tell you a bit about ourselves. [Add a few general details about yourself, and introduce your family. Avoid any mention of race, skin color, national origin, religion, familial status, disabilities, or political affiliations.]

[Talk about how the home's features and location are a good fit for you.] We also love the neighborhood and how close it is to the school that our child attends. Moreover, your home is close to [place of work], and is near [amenities] we enjoy using in our free time.

We already have a mortgage preapproval letter for [amount] and are able to make a down payment of [amount]. Additionally, we are pleased to offer a 5% earnest money deposit of [amount].

If you accept our offer, we will do everything possible to expedite the closing process. We also can be flexible with the closing date, if necessary.

We would love the chance to preserve the character of your gorgeous home and garden, and build a life in your amazing neighborhood. Thank you again for your time and consideration.

Sincerely,

[Your name and the name of your partner or spouse]

[Your phone number]

[Your email address]