

Date: [Insert Date]

To: [Listing Agent Name]

From: [Buyer Name]

Property Address: [Insert Property Address]

Dear [Seller Name/Listing Agent],

This letter serves as my highest and best offer for the purchase of the property located at [Property Address]. Having reviewed the competitive nature of the current market, I am submitting the following terms to demonstrate my serious intent and ability to close quickly.

Purchase Price: \$[Insert Amount]

Offer Terms:

- **All-Cash Offer:** This is a cash transaction. There is no financing contingency, eliminating any risks associated with bank appraisals or loan approvals.
- **Earnest Money Deposit:** I am prepared to deposit \$[Insert Amount] into escrow immediately upon acceptance.
- **Proof of Funds:** Please find the attached bank statement/letter of verification confirming that the full purchase funds are available.
- **Due Diligence/Inspection:** [Choose one: I am waiving my right to inspections / I will complete inspections within [Number] days for informational purposes only].
- **Closing Timeline:** I am prepared to close as quickly as [Number] days or can adjust the date to accommodate the Seller's preferred schedule.

I am highly motivated to acquire this home and have structured this offer to provide the Seller with the highest level of certainty and the smoothest possible transition. This offer remains valid until [Insert Expiration Time/Date].

Thank you for your time and consideration of my offer. I look forward to your positive response.

Sincerely,

[Buyer Signature]

[Buyer Printed Name]

[Buyer Phone Number]

[Buyer Email Address]