

[Date]

[Seller Name]  
[Seller Address]  
[City, State, Zip Code]

**RE: Amendment to Purchase Agreement for [Property Address]**

Dear [Seller Name],

Pursuant to the Purchase Agreement dated [Original Agreement Date] for the property located at [Property Address], this letter serves as a formal amendment following the results of the professional appraisal completed on [Appraisal Date].

The appraisal report valued the property at \$[Appraised Value], which is lower than the originally agreed-upon purchase price of \$[Original Price].

In light of this valuation, the Buyer proposes the following amendments to the agreement:

- **Revised Purchase Price:** The new purchase price shall be \$[New Price].
- **Down Payment:** The down payment shall be adjusted to \$[New Down Payment Amount].
- **Loan Amount:** The financed amount shall be adjusted to \$[New Loan Amount].

All other terms and conditions of the original Purchase Agreement remain in full force and effect. Please indicate your acceptance of this amendment by signing below and returning a copy by [Deadline Date].

Sincerely,

[Buyer Signature]  
[Buyer Printed Name]

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**AGREED AND ACCEPTED:**

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[Seller Signature]

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