

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

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

Re: Inspection Repair Concession for [Property Address]

Dear [Seller's Name],

Following the professional home inspection conducted on [Date of Inspection], we are writing to formally request a credit or price reduction in lieu of repairs for the items identified in the inspection report.

Based on the findings, the following major items require attention:

- [Item 1: e.g., Roof leak repair]
- [Item 2: e.g., Electrical panel update]
- [Item 3: e.g., HVAC servicing]

Rather than requesting that you complete these repairs prior to closing, we propose a closing cost credit or a reduction in the purchase price in the amount of \$[Dollar Amount].

This concession will allow us to address these issues after the transfer of ownership using our preferred contractors, while ensuring the closing process remains on schedule.

Please let us know if this proposal is acceptable by [Date/Time for Response]. We look forward to moving forward with the closing.

Sincerely,

[Your Signature]
[Your Printed Name]