

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Phone Number]  
[Email Address]

[Date]

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

RE: Notice of Title Defect and Request for Earnest Money Deposit Reduction  
Property Address: [Property Address]  
Purchase Agreement Date: [Date of Agreement]

Dear [Seller's Name],

Pursuant to the title examination conducted on the above-referenced property, the following title defect(s) have been identified:

[List specific defects, e.g., unresolved liens, easements, boundary disputes, or cloud on title]

As these issues affect the clear marketability of the title and represent an increased risk to the Buyer, I am formally requesting a reduction in the required Earnest Money Deposit (EMD).

Current Earnest Money Deposit: \$[Original Amount]  
Proposed Adjusted Earnest Money Deposit: \$[New Amount]

The purpose of this reduction is to mitigate financial exposure while the identified defects are being cured. Please signify your acceptance of this modification by signing below or providing an updated addendum to the purchase agreement by [Deadline Date].

Sincerely,

[Your Signature]

[Your Printed Name]

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**Acknowledgment and Acceptance:**

Seller Signature: \_\_\_\_\_ Date: \_\_\_\_\_