

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

[Date]

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

**RE: LETTER OF INTENT FOR THE PURCHASE OF [Property Address/Name]**

Dear [Seller Name],

This letter serves as a formal offer to purchase the multi-family property located at [Property Address]. We are interested in this asset specifically as a turnkey investment and are prepared to move forward with the following terms:

- 1. Purchase Price:** The proposed purchase price is \$[Amount] (the "Purchase Price").
- 2. Earnest Money Deposit:** Within [Number] days of an executed agreement, a deposit of \$[Amount] will be held in escrow with [Title Company Name].
- 3. Due Diligence Period:** The buyer shall have [Number] days from the effective date to conduct inspections, review rent rolls, lease agreements, and financial statements.
- 4. Turnkey Condition:** This offer is contingent upon the property being delivered with all units [Occupied/Vacant as specified], all deferred maintenance addressed, and all current property management records transferred at closing.
- 5. Financing:** This offer is [Contingent/Not Contingent] upon obtaining financing. (If contingent: Buyer will secure a loan for [Percentage]% of the purchase price).
- 6. Closing Date:** Closing shall occur on or before [Number] days after the expiration of the Due Diligence Period.
- 7. Expiration of Offer:** This offer remains valid until [Date] at [Time].

This letter is a non-binding expression of interest intended to form the basis for a formal Purchase and Sale Agreement.

Sincerely,

[Your Signature]

[Your Printed Name]  
[Your Title/Company]