

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Congratulations on Your Accepted Offer!

Dear [Client Name],

Congratulations! I am thrilled to inform you that your offer on the property located at **[Property Address]** has been officially accepted by the sellers.

This is a major milestone, and I am very happy that we were able to secure this home for you. However, there are several important steps we must complete before the final closing.

The next steps in the process will include:

- Submitting the earnest money deposit by [Date].
- Scheduling the home inspection for [Date/Time].
- Finalizing your mortgage application with your lender.
- Reviewing the title report and disclosures.

I will be monitoring every detail and will keep you updated throughout the escrow period. I have attached a copy of the fully executed purchase agreement for your records.

If you have any questions regarding the upcoming deadlines or requirements, please feel free to call or email me at any time.

I look forward to working with you toward a successful closing!

Best regards,

[Your Name]

[Your Real Estate License Number]

[Agency Name]

[Phone Number]

[Email Address]