

Date: [Current Date]

To: [Buyer Name]

Address: [Buyer Address]

Email: [Buyer Email Address]

RE: URGENT REMINDER - Earnest Money Deposit Due in 24 Hours

Property Address: [Property Address]

Contract Date: [Date of Signed Agreement]

Dear [Buyer Name],

This is a formal reminder regarding the Earnest Money Deposit (EMD) for the purchase of the property located at [Property Address].

According to the terms of our executed purchase agreement, your deposit in the amount of \$[Amount] is due to be received by the escrow agent no later than [Time] on [Date]. As of the time of this letter, we have not received confirmation that the funds have been deposited.

Please be advised that you have **24 hours** remaining to fulfill this contractual obligation. Failure to deliver the funds within the specified timeframe may result in a breach of contract, giving the seller the right to terminate the agreement.

Please provide proof of wire transfer or a copy of the deposit receipt to [Agent Name] at [Email Address] as soon as the transaction is complete.

If you have already sent the funds, please disregard this notice and provide the tracking information or receipt for our records.

Sincerely,

[Your Name]

[Your Title/Company]

[Your Phone Number]