

Subject: Scheduling Final Walk-Through - [Property Address]

Dear [Buyer Name/Seller Name],

As we approach the closing date for the property located at [Property Address], it is time to schedule the final walk-through. This inspection ensures that the property is in the agreed-upon condition and that all required repairs have been completed.

Proposed Date: [Date]

Proposed Time: [Time]

The walk-through is expected to take approximately [Duration, e.g., 45 minutes]. Please confirm if this time works for you, or suggest an alternative time before the closing appointment scheduled for [Closing Date].

During the walk-through, we will verify:

- The removal of all seller personal property and debris.
- The working condition of appliances, HVAC, and plumbing.
- The completion of repair items listed in the inspection addendum.
- That no new damage has occurred since the initial inspection.

I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Title/Company]

[Your Phone Number]