

Date: [Insert Date]

To: [Buyer Name]

[Buyer Address]

[City, State, Zip]

To: [Seller Name]

[Seller Address]

[City, State, Zip]

**RE: Title Commitment Delivery**

Property Address: [Insert Property Address]

Escrow Number: [Insert Escrow Number]

Dear Parties,

In accordance with the terms of your purchase agreement, [Name of Escrow/Title Company] is pleased to provide you with the Title Commitment for the above-referenced property.

The Title Commitment is a report that outlines the conditions under which we will issue a title insurance policy. Please review the following sections carefully:

- **Schedule A:** Details the policy amount, the names of the proposed insureds, and the legal description of the property.
- **Schedule B-I (Requirements):** Lists the items that must be satisfied or cleared prior to closing.
- **Schedule B-II (Exceptions):** Lists items that will not be covered by the title insurance policy, such as easements, restrictions, or mineral rights.

Please examine these documents immediately. If you have any questions or identify any discrepancies, please contact the undersigned or your legal counsel as soon as possible to ensure a timely closing.

Copies of this commitment have also been forwarded to your respective real estate agents and lenders.

Sincerely,

[Your Name]

Escrow Officer

[Company Name]

[Phone Number]

[Email Address]

Enclosure: Title Commitment No. [Insert Number]