

[Date]

[Buyer Name]

[Buyer Address]

[City, State, Zip Code]

RE: Documentation for the Sale of [Property Address]

Dear [Buyer Name],

Congratulations on the recent closing of your property purchase. Following the completion of the cash transaction on [Closing Date], please find the enclosed original documents for your records:

- Recorded Statutory Warranty Deed (Original)
- Final Executed Settlement Statement (HUD-1)
- Owner's Title Insurance Policy
- Copies of all signed Closing Disclosures
- Keys and Access Codes (if not provided at closing)

Please keep these documents in a secure location, as the Deed is your primary proof of ownership and the Settlement Statement will be necessary for your tax filings.

It was a pleasure working with you. If you have any questions regarding these documents or if there is anything further you require, please do not hesitate to contact me at [Phone Number] or [Email Address].

Sincerely,

[Your Name/Company Name]

[Title/Position]