

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Buyer Name]
[Buyer Address]
[City, State, Zip Code]

Dear [Buyer Name],

Congratulations on the purchase of your new home at [Property Address]. It has been a pleasure working with you throughout this closing process.

I want to express my sincere appreciation for your professionalism and cooperation. Selling a home is a significant transition, and I am grateful that the property is now in such good hands. I hope this home brings you as much joy and as many wonderful memories as it brought me over the years.

I have left all spare keys, garage door openers, and appliance manuals on the kitchen counter for your convenience. If you have any immediate questions regarding the home's features or maintenance, please feel free to reach out to me through our agents.

I wish you all the very best as you settle into your new home and your new neighborhood.

Sincerely,

[Your Signature]
[Your Printed Name]