

[Date]

[Buyer Name]

[Buyer Address]

[City, State, Zip Code]

Subject: Final Walkthrough and Closing Schedule - [Property Address]

Dear [Buyer Name],

We are pleased to confirm the final steps for the closing of your new home located at [Property Address]. Please find the schedule for the final walkthrough and the formal closing appointment below:

Final Walkthrough:

- **Date:** [Walkthrough Date]
- **Time:** [Walkthrough Time]
- **Location:** [Property Address]

Closing Appointment:

- **Date:** [Closing Date]
- **Time:** [Closing Time]
- **Location:** [Title Company/Law Office Name and Address]

Please remember to bring the following items to the closing appointment:

- A valid government-issued photo ID (Driver's License or Passport).
- Certified funds or wire transfer confirmation for the "Cash to Close" amount.
- Any additional documents requested by your lender.

If you have any questions or need to reschedule, please contact me as soon as possible at [Your Phone Number] or [Your Email Address].

Congratulations, and we look forward to a successful closing.

Sincerely,

[Your Name]

[Your Company Name]