

[Date]

[Buyer Name]

[Buyer Address]

[City, State, Zip Code]

RE: NOTICE OF CLOSING - CASH PURCHASE

Property Address: [Property Address]

Dear [Buyer Name],

We are pleased to confirm that the closing for the cash purchase of the property mentioned above has been scheduled.

**Closing Details:**

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

**Funds Required:**

Since this is a cash transaction, please ensure that the final purchase amount of \$[Amount] is delivered via [Wire Transfer/Certified Check] no later than [Time/Date]. Please contact the closing agent directly to confirm wire instructions.

**Required Documents:**

Please bring the following items to the closing appointment:

- A valid government-issued photo ID (Driver's License or Passport).
- Any additional documents requested by the title company.

Once all documents are signed and funds are verified, you will receive the keys and the deed will be sent for recording.

If you have any questions prior to the closing date, please contact [Contact Person Name] at [Phone Number].

Congratulations on your new property.

Sincerely,

[Your Name/Company Name]

[Your Title]

[Your Phone Number]