

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Final Walkthrough - [Property Address]

Dear [Client Name],

I am looking forward to our final walkthrough scheduled for [Date] at [Time]. This is an important step to ensure that the property is in the agreed-upon condition and that all requested repairs have been completed before we head to the closing table.

Please remember to bring your checklist, and we will verify that all appliances, fixtures, and systems are functioning as expected.

It has been a pleasure working with you throughout this process. My goal is always to provide exceptional service, and I hope I have met your expectations. Much of my business is built on word-of-mouth, so if you know any friends, family members, or colleagues who are looking to buy or sell a home, I would truly appreciate it if you shared my contact information with them.

I look forward to seeing you soon and celebrating your successful closing.

Best regards,

[Your Name]

[Your Company Name]

[Your Phone Number]

[Your Email Address]