

[Sender Name]
[Sender Company Name]
[Sender Address]
[City, State, Zip Code]
[Date]

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

RE: Notice of Expiration and Closure of Cash Offer for [Property Address/Asset Description]

Dear [Recipient Name],

This letter serves as official notification that the cash offer submitted by [Sender Company Name] on [Date of Original Offer] regarding the purchase of [Property Address/Asset Description] has officially expired as of [Expiration Date/Time].

As the deadline for acceptance has passed without a signed agreement or written extension, we have formally closed this file. The terms and conditions outlined in the original offer are no longer valid or binding.

We remain interested in the property/asset; however, should you wish to proceed with a sale in the future, a new offer must be negotiated and drafted based on current market conditions.

Thank you for your time and consideration.

Sincerely,

[Signature]
[Sender Printed Name]
[Sender Title]