

[Your Name/Company Name]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Executor Name]  
[Executor Mailing Address]  
[City, State, Zip Code]

RE: Notice of Sale - Estate of [Deceased Name]

Dear [Executor Name],

I am writing to formally notify you that the real estate property located at [Property Address], which is part of the Estate of [Deceased Name], has successfully closed escrow and the sale is now complete.

As the court-appointed Executor, please find the following details regarding the transaction:

- **Final Sale Price:** \$[Amount]
- **Closing Date:** [Date]
- **Net Proceeds:** \$[Amount]

The net proceeds from this sale have been distributed to the estate's bank account as per the probate requirements. Attached to this letter, you will find the final settlement statement (HUD-1/Closing Disclosure) provided by the escrow company for your records and for future court accounting.

With the sale of this asset finalized, we have moved one step closer to the final distribution of the estate. Please let me know if you require any additional documentation for your filings with the probate court.

Thank you for your cooperation throughout this process.

Sincerely,

[Your Signature]

[Your Printed Name]  
[Your Title/Role]