

Subject: Offer Submission for [Property Address]

Dear [Listing Agent's Name],

I hope this message finds you well. I am writing on behalf of my clients, [Buyer's Names], to submit a formal offer for the property located at [Property Address]. We have thoroughly reviewed the property details and are excited about the possibility of my clients making this their new home.

Please find below a summary of the key terms of our offer:

- **Offer Price:** \$
- **Down Payment:** \$
- **Financing:** The purchase will be [financed through a mortgage / paid in cash]. [If financed: We have attached a pre-approval letter from [Lender's Name].]
- **Closing Date:** [Proposed Closing Date], or as mutually agreed upon.
- **Inspection Contingency:** We request a [number of days]-day inspection contingency period.
- **Additional Terms/Conditions:** [Any other terms or conditions, such as a request for seller concessions, inclusion of certain fixtures or furniture, etc.]
- **Attachments:** Offer Document, Pre-Approval Letter (if applicable)

We believe this offer reflects the current market value and the condition of the property, and we are hopeful for a positive response. Our clients are very enthusiastic about this property and are prepared to proceed quickly should our offer be accepted.

Please find attached the formal offer documents for your review and signature. We look forward to a prompt response and are available to discuss any aspects of this offer or to negotiate terms that might be more agreeable to your clients.

Thank you for considering our offer. We appreciate the opportunity to make this purchase happen and look forward to the possibility of a smooth and successful transaction.

Best regards,