In the Sale of Your Listing at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear Agent’s Name,

We understand that you have choices. In today’s marketplace, it is not unusual to have a selection of offers to choose from. However, the ***right offer*** must be your goal as the listing representative, so we are offering a little help to make the process easier.

Please review our offer and keep the summary page for comparing other offers to ours. Our Buyers want this property and asked me to assure you that their offer can and will prevail over any others with your cooperation and communication. They are determined to win out over any competition.

May We Suggest

1. Review our offer thoroughly.
2. Keep our summary sheet on the table as a reference and compare all offers to ours.
3. If there are any questions about our offer, always know that you can call me directly on my cell phone at (XXX)XXX-XXXX.
4. If you see any offering point that your Seller finds attractive while reviewing other offers, please let me know immediately via call or text. We may be able to meet or beat those conditions. **Just call or text at (XXX)XXX-XXXX.**
5. If your Seller needs any special time or flexibility considerations, please ask me. We can meet their needs.
6. Please keep me apprised of competitive bids. As stated, we want to be more than competitive – **we want to buy this home!**

Subject Property:

To: (Seller’s Agent)

From: (Buyer’s Agent)

Date: \_\_\_\_\_\_ / \_\_\_\_\_\_ / \_\_\_\_\_\_

**IMPORTANT POINTS OF OUR OFFER TO BE CONSIDERED:**

1. Price
2. Deposit Offered
3. Down Payment
4. Loan Amount
5. All-cash, no loan: Yes No
6. Escrow Period Days
	1. Flexibility? Yes No