

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Buyer's Name]  
[Buyer's Address]  
[City, State, Zip Code]

Dear [Buyer's Name],

I hope this letter finds you well. Thank you for your offer on my property located at [Property Address]. After careful consideration, I would like to discuss the terms of your proposal further.

I appreciate the interest you've shown in the home, particularly [mention any specific features the buyer liked]. However, I have some concerns regarding [mention the specific terms, such as the offer price, closing date, contingencies, etc.].

I would like to propose the following adjustments to the terms:

1. [Proposed Change 1]
2. [Proposed Change 2]
3. [Proposed Change 3]

I believe these adjustments reflect the current market value and the unique features of my home. I am open to negotiation and hope we can reach a mutually beneficial agreement.

Please let me know a suitable time for us to discuss this further. Thank you for your understanding, and I look forward to hearing from you soon.

Sincerely,  
[Your Name]