

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

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

Subject: Earnest Money Deposit

Dear [Recipient's Name],

I hope this letter finds you well. This letter serves to confirm the earnest money deposit related to the purchase of the property located at [Property Address].

As discussed, I am submitting an earnest money deposit of [Amount] to demonstrate my serious intent to purchase the property. This deposit will be held in escrow until the closing of the transaction or as otherwise agreed upon in our purchase agreement.

Please find attached a copy of the [check/wire transfer confirmation] for your records.

Thank you for your attention to this matter. I look forward to moving forward with the purchase process.

Sincerely,

[Your Signature]

[Your Printed Name]