

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

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

Dear [Seller's Name],

Subject: Condo Purchase Agreement

I am writing to formally present an offer to purchase the condominium located at [Property Address] under the following terms and conditions:

1. **\*\*Purchase Price\*\***: \$[Offer Amount]
2. **\*\*Earnest Money Deposit\*\***: \$[Deposit Amount]
3. **\*\*Closing Date\*\***: [Proposed Closing Date]
4. **\*\*Contingencies\*\***:
  - Financing Contingency
  - Inspection Contingency
  - Appraisal Contingency

5. **\*\*Inclusions\*\***: The purchase will include all fixtures and appliances currently in the property.

This offer is valid until [Expiration Date]. Please review the terms, and I look forward to your response.

Thank you for considering my offer.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]