

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

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

Dear [Recipient's Name],

I am writing to formally express my commitment to purchase the property located at [Property Address]. After thorough consideration and discussions, I have decided to move forward with the acquisition of the property under the agreed-upon terms.

As we discussed, I am prepared to proceed with the following:

1. Purchase Price: [Purchase Price]
2. Deposit: [Deposit Amount] to be paid by [Deposit Due Date]
3. Closing Date: [Proposed Closing Date]
4. Contingencies: [List any contingencies if applicable]

I appreciate your cooperation and willingness to facilitate this process. Please let me know if there are any additional documents or steps required from my end to expedite the purchase.

Thank you for your attention to this matter. I look forward to your positive response and to finalizing the purchase agreement.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]