

[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],

Subject: Formal Yard Sale Agreement

This letter serves as a formal agreement between [Your Name] and [Recipient's Name] regarding the upcoming yard sale scheduled for [Date] at [Location].

****1. Sale Details:****

- ****Date of Sale:**** [Date]
- ****Time of Sale:**** [Start Time] to [End Time]
- ****Location:**** [Exact Address of Sale]

****2. Items for Sale:****

- A list of items to be sold includes:
- [Item 1]
- [Item 2]
- [Item 3]
- [Continue as necessary]

****3. Responsibilities:****

- [Your Name] will be responsible for:
- [Responsibility 1]
- [Responsibility 2]
- [Recipient's Name] will be responsible for:
- [Responsibility 1]
- [Responsibility 2]

****4. Profit Distribution:****

- The total profits from the sale will be divided as follows:
- [Your Name]: [Percentage/Amount]
- [Recipient's Name]: [Percentage/Amount]

****5. Cancellation Policy:****

- In the event of cancellation, [State terms of cancellation].

Please sign below to confirm your agreement to the terms outlined in this letter.

Sincerely,
[Your Name]
[Your Signature]

****Agreed and Accepted by:****

[Recipient's Name]
[Recipient's Signature]
[Date]