

Agent Appointment Letter

Date: [Insert Date]

To,

[Agent's Name]

[Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Agent's Name],

We are pleased to formally appoint you as our real estate agent for the sale of our property located at [Property Address]. This appointment is effective as of [Effective Date] and will continue until the sale is completed or this agreement is terminated by either party with written notice.

As our agent, we authorize you to:

- Market and advertise the property
- Negotiate offers on our behalf
- Facilitate viewings and open houses
- Provide us with regular updates on the status of the sale

Your commission for the sale of the property will be [Commission Percentage]% of the final sale price, payable upon closing.

Please sign below to acknowledge your acceptance of this appointment:

[Agent's Name]

We look forward to working with you to achieve a successful sale.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Contact Information]