

Closing Date Reminder

Dear [Client's Name],

This is a friendly reminder that the closing date for your property transaction is approaching. The closing is scheduled for [Closing Date] at [Time] at [Location].

Please ensure that you have completed all necessary inspections and documents by this date. If you have any questions or require further assistance, feel free to reach out.

We look forward to seeing you soon and finalizing this exciting transaction.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]