

Summary of Closing Costs and Fees

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Property Information

Property Address: [Insert Property Address]

Transaction Details

Transaction Type: [Purchase/Refinance]

Loan Amount: \$[Insert Amount]

Summary of Closing Costs

Cost Item	Amount
Loan Origination Fee	[\$[Insert Amount]]
Appraisal Fee	[\$[Insert Amount]]
Title Insurance	[\$[Insert Amount]]
Escrow Fees	[\$[Insert Amount]]
Recording Fees	[\$[Insert Amount]]
Prepaid Interest	[\$[Insert Amount]]
Total Closing Costs	[\$[Insert Total Amount]]

Notes

[Insert any additional notes or disclosures]

Contact Information

If you have any questions regarding this summary, please contact:

[Your Name]

[Your Title]

[Your Company]

Phone: [Your Phone]

Email: [Your Email]

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]