

Down Payment Verification Letter

Date: [Insert Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

This letter serves to verify the down payment for the commercial real estate transaction involving the property located at [Property Address].

The buyer, [Buyer's Name], has provided a down payment amounting to [Down Payment Amount] towards the purchase price of [Total Purchase Price]. This payment is intended to confirm their commitment to the acquisition of the aforementioned property.

Attached to this letter are copies of the relevant financial documents, including bank statements and proof of funds, which substantiate the availability of the down payment.

If you have any questions or require further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]