Closing Cost Clarification

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to clarify the closing costs associated with our recent residential property transaction located at [Insert Property Address].

As we approach the closing date on [Insert Closing Date], I wanted to provide a detailed breakdown of the expected closing costs to ensure transparency and comprehension.

Estimated Closing Costs:

- Loan Origination Fee: $[Amount]
- Appraisal Fee: $[Amount]
- Title Insurance: $[Amount]
- Escrow Fees: $[Amount]
- Property Taxes (prorated): $[Amount]
- Total Estimated Closing Costs: $[Total Amount]

Should you have any questions or require further clarification regarding any of these fees, please do not hesitate to reach out to me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter. I look forward to a smooth and successful closing.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]