

Letter of Intent to Sell Property

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally express my intent to sell my property located at [Property Address]. After careful consideration, I have decided to move forward with this decision.

The property features [brief description of the property including size, type, and any notable features]. I believe it presents a significant opportunity for the right buyer.

I am open to discussing the sale terms and any other details you might need. Please feel free to contact me at your earliest convenience to arrange a meeting or to discuss this further.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]