

# Closing Cost Summary

Date: [Insert Date]

To: [Buyer's Name]

From: [Your Company/Your Name]

Subject: Comprehensive Closing Cost Summary for Property Purchase

Dear [Buyer's Name],

Thank you for choosing [Your Company/Your Name] for your recent home purchase. Below is a detailed summary of the closing costs associated with your transaction for the property located at [Property Address].

## Closing Costs Overview

Cost Description	Amount
Home Purchase Price	[\$Price]
Loan Origination Fee	[\$Fee]
Appraisal Fee	[\$Fee]
Title Insurance	[\$Fee]
Property Taxes	[\$Fee]
Homeowner's Insurance	[\$Fee]
Recording Fees	[\$Fee]
Total Closing Costs	[\$Total]

Please review the summary carefully. Should you have any questions or require further clarification regarding any of the charges listed, do not hesitate to reach out.

We appreciate your trust in us and look forward to serving you in the future.

Sincerely,

[Your Name]

[Your Company]

[Contact Information]