

Itemized Closing Cost Report

Date: [Insert Date]

To: [Potential Buyer Name]

From: [Your Company Name]

Address: [Your Address]

Email: [Your Email]

Phone: [Your Phone Number]

Property Address:

[Property Address]

Closing Costs Breakdown:

Description	Amount
Loan Origination Fee	#[Amount]
Appraisal Fee	#[Amount]
Title Insurance	#[Amount]
Survey Fee	#[Amount]
Recording Fees	#[Amount]
Prepaid Taxes	#[Amount]
Homeowner's Insurance	#[Amount]
Miscellaneous Fees	#[Amount]
Total Closing Costs	#[Total Amount]

Notes:

Please review the above itemized closing costs carefully. Should you have any questions or need further clarification, feel free to reach out.

Thank you for considering [Your Company Name] for your real estate needs.

Sincerely,

[Your Name]