

# Closing Notice

Date: [Insert Date]

[Buyer's Name]

[Buyer's Address]

[City, State, Zip Code]

Dear [Buyer's Name],

We are pleased to inform you that the closing for the property located at [Property Address] is scheduled for [Closing Date] at [Closing Time]. The closing will take place at [Location of Closing].

Please ensure that you bring the following documents to the closing:

- Valid photo identification
- Proof of homeowners insurance
- Any required closing funds

Should you have any questions or require further information prior to the closing date, please do not hesitate to contact us at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter, and we look forward to seeing you at the closing.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]