

# Short Sale Transaction Negotiation Status Update

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Update on Short Sale Negotiation Status

Dear [Recipient's Name],

I hope this message finds you well. I am writing to provide you with an update on the current status of the short sale negotiation for the property located at [Property Address].

As of today, we are in the process of finalizing communications with the lender and addressing any outstanding documentation requirements. Our goal is to expedite this process as efficiently as possible.

Currently, we have received preliminary feedback from the lender, and they are reviewing the offer. We anticipate receiving a formal response within the next [insert timeframe, e.g., 7-10 days].

In the meantime, please feel free to reach out if you have any questions or require further information. I appreciate your patience and understanding during this negotiation process.

Thank you for your continued cooperation.

Sincerely,

[Your Name]

[Your Contact Information]