

RECOMMENDING INSPECTIONS

Copy and paste this text on to your company letterhead.

Date

Buyer
Address
City, State, Zip

Dear Buyers:

This is to confirm that our office recommends that you have a property inspection by a professional property inspector. You should arrange to be present during all inspections that you elect to have made.

I have enclosed a form explaining the types of inspections available to you. After you have reviewed the form and made your selections, please sign the form and return it to me. If you would like to discuss the various inspections available with me, I would be happy to do so.

Our office keeps a list of inspectors who perform these services. I would be happy to provide you with a copy of this list, if you so desire. If you have any questions about the contents of this letter, please do not hesitate to contact me.

Sincerely,