

Date

Mr. Larry Lawyer, Esq  
1230 Park Avenue  
New York, NY 10000

Dear Mr. Lawyer:

In connection with the sale of the above captioned apartment, we have been asked to submit an offer of Nine Hundred Thousand Dollars (\$900,000) by Mr. and Mrs. Buyer of 325 East 57th Street, New York, New York.

Mr. and Mrs. Buyer have impeccable social and business references. Mr. Buyer is a partner at Paul Weiss, a highly regarded law firm. We are confident that the Buyers will easily meet the requirements of the Board of Directors at 1230 Park Avenue.

As Mr. and Mrs. Buyer have asked for the courtesy of a reply by the close of business today, I'll call you this afternoon after you have had the opportunity to discuss the offer with your client.

Thank you for your consideration.

Cordially,