

Letter Of Offer Template

USE TO PUT YOUR OFFER IN WRITING

A clear written offer with everything a seller needs to weigh it, and prominent words making certain it binds nobody until contracts are exchanged. Complements the on-platform offer flow.

Date To (Property Owner)

The Property

Property Address

Title Sales Listing #

Approximate Land / Floor Size

State

Postcode

The Buyer

Buying Name Or Entity (Individual, Company Or Trust, Exactly As It Would Appear On The Contract)

Contact Name / Member #

Phone

Email

The Offer

Offer Price (\$)

Deposit Offered (\$)

Proposed Settlement

☐ 30 days ☐ 60 days ☐ 90 days

Other (Days Or A Date)

Conditions

- ☐ Subject to finance approval by (date):
- ☐ Subject to building inspection satisfactory to the buyer
- ☐ Subject to pest inspection satisfactory to the buyer
- ☐ Subject to the sale of another property

Other Conditions

This is a general template provided by Title Sales Pty Ltd for convenience only. It is not legal, financial or conveyancing advice, it is not a contract, and nothing in it binds any party. Binding documents are prepared by your own conveyancer or solicitor. Title Sales is an advertising platform and is never a party to your transaction.

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Continued.

Offer Open Until

Date	Time

Standing Words, Keep These In

☐ This letter is an expression of my interest in purchasing and an invitation to negotiate. It is not a contract and creates no legal obligation on either of us.

☐ No agreement exists unless and until contracts prepared by our respective conveyancers are signed and exchanged under the rules of this state.

☐ Any deposit is payable only under that contract, into a conveyancer's or solicitor's trust account, never before, and never to any other account.

☐ Payment instructions come only from the acting conveyancer or solicitor, confirmed on a phone number you have verified yourself, never from an email alone.

Signed (Buyer)

Date

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