

## Agent's Letterhead

Date

Name of Seller

RE: Address of Property  
Address Line 2

Dear Listing Agent,

Enclosed is a purchase contract on the property located at *address of property*. You will notice the purchase price is \$XXX,XXX, this is based on seller making a \$XXX,XXX contribution, at closing, to MISSION BRANCH—HOME Grant, a 501(c)(3) non-profit, for a net price to seller of \$XXX,XXX.

HOME will use these funds to provide grants to homebuyers for downpayment and/or closing cost assistance. Seller will be issued a tax deductible Service Fee Receipt for the \$XXX,XXX from HOME at Closing.

If you have any question or comments, please contact HOME at 1-303-862-8545.

Thank you.

Name of RE Agent