

Date: [Date]

Property Address: [Full Property Address]

Buyer(s): [Buyer Names]

Seller(s): [Seller Names]

Dear [Name of Recipient],

This letter serves as a conditional approval for the requested repairs to be completed on the above-referenced property prior to the closing date scheduled for [Closing Date].

Approval is granted subject to the following repairs being completed in a professional and workmanlike manner:

- [Repair Item 1]
- [Repair Item 2]
- [Repair Item 3]

Conditions for Final Approval:

1. **Documentation:** Copies of all paid invoices and receipts from licensed contractors must be submitted to [Lender/Title Company/Agent Name] no later than [Deadline Date].
2. **Warranties:** Any transferrable warranties for work performed must be provided to the Buyer.
3. **Re-Inspection:** A final walk-through or a follow-up inspection by a qualified inspector may be required to verify that all repairs meet the agreed-upon standards.
4. **Permits:** Evidence of closed permits must be provided if required by local building codes for the specific repairs listed.

Failure to complete these repairs and provide the necessary documentation by the specified deadline may result in a delay of the closing or a requirement to escrow funds.

Please contact [Name] at [Phone Number/Email] if you have any questions regarding these requirements.

Sincerely,

[Your Name/Company Name]
[Title]
[Phone Number]