**Included:**

Introduction

Purchase Agreement Letter Tips

Sample Purchase Agreement Letter

Purchase Agreement Letter Template

Purchase Agreement Letter

Letters.org

**Introduction**

Purchase agreement can be made between any parties on the conditions, terms and provisions specified in the drafted legal letter. The importance of such letter is that it gives formal form for the conduct of businesses activity in its true form and merit

**Purchase Agreement Letter Tips**

Tips for writing purchase agreement letter

* The letter should be direct, simple and exclusive
* The letter should clearly state all aspects of clauses and provisions
* The letter should make clear the clauses from both sides
* The role and duties of each parties should be specified in it
* The provisions laid out in the letter should be in tune to the legal clauses existing in each province and country
* If you find it difficult to draft one for you, you should seek the legal help of some good professional who can help you out from this

Sample Purchase Agreement Letter

Subject: Purchase agreement letter

Respected Sir/Madam,

This is in line with the mutual talk held between us regarding the purchase of your house. The house and 10 cents of land that add to the total value of Rs 25, 00000 in the Thannimala Village in the Kochi district has all the registration work done in the Kochi Corporation. The house is 10 years old and is more or less in the good and useful condition that need not have any extended work or renovation done. Agreed to such condition, we mutually prepare this agreement letter to purchase your home.

As per the agreement, you are expected to hand over the token advance of Rs one lakhs in this coming Monday and the rest amount will be paid within the month of November 2013. And moreover, all the papers and related documents regarding the asset, value, ownership, debt-free status will be shown to you on the day that you hand over the token advance and will be transferred in your name on the very day you hand over the full cash amount to me. Hope that the conditions and provisions and caused being drafted in this letter are clear. In case if you need any sort of clarification in this regard, please contact me.

Or if you feel that the letter is fine in its wordings and spirit please sign in the space provided below to approve the content being drafted here.

Yours sincerely,

Thanking you,

Yours sincerely,

JairamKamath

# Purchase Agreement Letter Template

# From,

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# Date: \_\_\_\_\_ (Date on Which Letter is Written)

# To,

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# \_\_\_\_\_\_\_\_\_\_

# Subject - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Mention the purpose)

# Respected \_\_\_\_\_\_\_(Name)

# Kindly note that this letter is to give legal form for the mutual agreement between me (seller)\_\_\_\_(your name) and the buyer \_\_\_\_\_(buyer’s name) regarding the purchase of my house. The house and 10 cents of land that add to the total value of Rs \_\_\_\_\_(mention the cost) in \_\_\_\_(location) has all legal work regarding it being done. Agreed to such condition, we mutually prepare this agreement letter to sale of my home.

# 

# Hope you will get back to me very early

# Thanking you.

# Sincerely,

# Name and signature

# Disclaimer

The author and publisher of this Ebook and the accompanying materials have used their best efforts in preparing this Ebook. The author and publisher make no representation or warranties with respect to the accuracy, applicability, fitness, or completeness of the contents of this Ebook. The information contained in this Ebook is strictly for educational purposes. Therefore, if you wish to apply ideas contained in this Ebook, you are taking full responsibility for your actions.

The author and publisher disclaim any warranties (express or implied), merchantability, or fitness for any particular purpose. The author and publisher shall in no event be held liable to any party for any direct, indirect, punitive, special, incidental or other consequential damages arising directly or indirectly from any use of this material, which is provided “as is”, and without warranties.

The author and publisher do not warrant the performance, effectiveness or applicability of any sites listed or linked to in this Ebook.

All links are for information purposes only and are not warranted for content, accuracy or any other implied or explicit purpose.

No part of this may be copied, sold, or used in any way other than what is outlined within this Ebook under any circumstances without express permission from www.letters.org