**[Subject Person]**

[Designation],

[Address],

**Date:** month 00, 0000

**Dear [------------------],**

I write to you because I would like to propose to buy your corner lot in East Nevada Avenue and Jerry Tyler Road in Minneapolis City. I would like to buy it for $1,000,000.00, One million dollars in cash plus I will be the one to shoulder the transfer tax.

I heard that you want to sell such lot for $ 900,000.00 and I am offering you more than this amount because I am very much interested to own it. The lot next to your property is already transferred to my name and I will be very glad and great in my part if you sell your lot to me so I can expand and develop it further.

I have a great plan to make that area a wonderful place for our local residents and it will only be a reality if I have a bigger lot to start with.

Should you accept my offer I will be glad to receive your call. Thank you.

Truly yours,

**[Name Here]**

[Business Address]