**NOTICE OF EXERCISE OF OPTION TO PURCHASE**

Date: [DATE]

To:

[SELLER'S NAME]  
[SELLER'S ADDRESS]  
[SELLER'S CITY, STATE, ZIP]

From:

[BUYER'S NAME]  
[BUYER'S ADDRESS]  
[BUYER'S CITY, STATE, ZIP]

**RE: Exercise of Option to Purchase Property**

Dear [SELLER'S NAME],

I am writing to formally inform you and give official notice to exercise my option to purchase the following property:

[PROPERTY DESCRIPTION]

This option is pursuant to the agreement dated [DATE], which grants me the right to purchase the aforementioned property under the following terms:

* **Purchase Price**: $[AMOUNT]
* **Deposit**: $[AMOUNT]
* **Closing by**: [DATE]

I am prepared to proceed with the next steps of this process, which may include converting the purchase terms into a legally binding contract. Please confirm receipt of this notice at your earliest convenience. My contact details are below:

* **Phone**: [PHONE]
* **Mailing Address**: [MAILING ADDRESS]
* **E-Mail**: [E-MAIL ADDRESS]

Sincerely,

[\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_](https://esign.com/)