



13-21 High Street Guildford Surrey GU1 3DG Tel: 01483 456 231 www.amgltd.co.uk

Date: [Todays Date]

## MEMORANDUM OF SALE

<b>To:</b>	[Client Name]	<b>Cc:</b>	[Conveyancing Sols Name]
<b>AMG Ref:</b>	[AMG Ref]	<b>Client Ref:</b>	[Client Ref]
<b>Customer:</b>	[Borrower] [/Borrower 2]	<b>From:</b>	[AMG Contact]

### PROPERTY ADDRESS

[Addr 1]  
[Addr 2]  
[Addr 3]  
[Town]  
[County]  
[Postcode]

### ESTATE AGENTS

[Offer Estate Agents Name]  
[Offer Estate Agents A1]  
[Offer Estate Agents A2]  
[Offer Estate Agents A3]  
[Offer Estate Agents A4]  
[Offer Estate Agents A5]  
[Offer Estate Agents A6]

Contact: [Offer Estate Agents Contact]  
Tel: [Offer Estate Agents Tel]

### PURCHASER

[Purchaser Name]  
[Purchaser Address]  
Status: [Applicant Status]  
[Lending Source]  
[% / Total]

### PURCHASERS SOLICITOR

[Purchaser Sols Name]  
[Purchaser Sols Address]  
  
Contact: [Purchaser Sols Contact]  
Tel: [Purchaser Sols Tel]  
Email: [Purchaser Sols Email]

**SALE PRICE:** £[Current Sale Amount]

**[Days] DAY EXCHANGE**

### Comments:

The property will remain on the market until exchange of contracts. No access will be granted in between exchange and completion. Exchange must take place within [Days] days of receipt of draft contracts.

[MOSNOTES]

CONFIRMATION OF OFFERS				
<b>To:</b>	[Client]	<b>Attention:</b>	[Client Contact]	
<b>Date:</b>	[Todays Date]	<b>From:</b>	[User Name]	
<b>Account No.:</b>	[Client Ref]	<b>Customer Name:</b>	[Borrower] [/Borrower 2]	

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Date	Name	Amount (£)	Status	
[Off Recd Date]	[Offer Applicant]	[Offer Amount]	[Cash/MortL]	[Offer Status]

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