

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

		Return address:
		Name
	Date	Address Line 1
Name		Address Line 2
Address Line		City, State Zip Code
City, State Zip Code		

Re: Confirmation of Oral Agreement

Dear :

This letter serves as a confirmation of our oral agreement concerning the sell of two stallions. I will deliver \$ in the form of a personal check on Date, at which time, I will take possession of the two stallions. If you foresee any issues concerning this transaction, please contact me as soon as possible.

Sincerely,

N A M E