
[Date]

[Sellers's Name]

[Seller's Address]

Re: Request for Accounting

Dear _____:

This letter concerns the Contract for Deed between you and I dated _____,
20____, regarding property at the following address:

I would like to receive an accounting of the payments paid since the contract was made and a breakdown of any interest, fees, costs, taxes and insurance I have paid. I also need the balance due on the contract. I need this information for tax purposes.

Please mail it to me at the following address:

I appreciate your assistance with this.

Sincerely yours,

Purchaser's Signature
Printed Name: _____