



4975 Turney Road
Garfield Heights, Ohio 44125
216.883.2100 office
216.883.2112 fax

Date: _____

To Whom it may concern;

RE: _____

Address: _____

City: _____

Please be advised in regards to the aforementioned transaction Arrow Realty has redeemed an earnest money check in the amount of \$_____.

Total commission and fees due Arrow Realty are as follows;

COMMISSION DUE	\$_____
ADMINISTRATIVE FEE	\$_____
(EARNEST MONEY) -	\$(_____)
BALANCE DUE ARROW REALTY	\$_____

Thank you in advance for your assistance in this matter.

Respectfully

ARROW REALTY