**APPENDIX Q - WILLING SELLER LETTER SAMPLE**

(Acquisition Projects Only)

All acquisition application packages must include a willing seller letter from **each legal owner**. The letter must include the following information and be signed and dated from the legal owner(s) of each parcel to be acquired. Note: All escrows must close simultaneously.

Date:

To: California Cultural and Historical Endowment

Museum Grant Program

From: Name(s) of Legal Owner (*Trust, etc.)*

 Address of Legal Owner(s)

Re: Parcel number(s):

 County:

 Property Address:

To Whom It May Concern:

This letter is provided to confirm that (**name of owner, trust, etc***.*), owner of the above referenced property, is a willing participant in the proposed real property transaction. Should grant funds be awarded to the grant Applicant (**name of grant Applicant**), then (**name of owner, trust, etc***.*), as Seller, is willing to enter into negotiations for the sale of the real property for a purchase price not to exceed fair market value.

Acknowledged:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_               \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of land owner (trustee, etc.)                       Date signed**