,

,

RE: Your property at

Dear ,

My name is and I am a real estate agent. I’m writing you today regarding your property at .

I represent . My client is looking for solid investment opportunities in , and is interested in purchasing your property. We’re fair, flexible and ready to make sales arrangements that work for your situation.

If you’re not currently working with an agent, we can assist you with all of the paperwork. If you prefer to work with your own broker, that’s great too – we’ll work with any broker of your choosing.

Please contact me to discuss a list of options for the purchase of your property. I look forward to hearing from you soon.

Sincerely,