

Date: [Insert Date]

Property Owner
[Property Address]
[Subdivision Name]
[City, State, Zip Code]

Dear Property Owner,

I am writing to you because I represent a highly qualified private client who is specifically looking to acquire a premium residence within [Subdivision Name].

My client is drawn to the exclusivity and character of this neighborhood and is prepared to offer competitive market terms for the right property. While your home may not currently be listed for sale, they have identified your property as one that meets their specific requirements regarding location and profile.

If you have considered selling, or if you would be open to a confidential conversation regarding a potential off-market offer, please contact me directly at your earliest convenience.

Our goal is to ensure a discreet, professional, and seamless transaction without the stress of public listings or multiple showings.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

[Your Name]
[Your Title/Company]
[Phone Number]
[Email Address]