[Your Name]
[Your Agency Name]
[Phone Number]
[Email Address]
[Website]

[Date]

[Recipient Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally introduce myself as your local waterfront property specialist. Having lived and worked near [Name of Water Body/Area] for many years, I understand that waterfront living offers a unique lifestyle that requires a specific level of expertise when it comes to buying or selling.

Waterfront transactions involve complexities that standard properties do not, including dock permits, shoreline regulations, flood zones, and specific market valuations. My goal is to provide my neighbors with the professional guidance necessary to navigate these details effectively.

Whether you are curious about the current market value of your home or are looking for a new view of the water, I am here to help. I have a proven track record of connecting qualified buyers with premier coastal and lakeside estates.

Enclosed is my business card for your records. Please feel free to reach out to me for a complimentary property valuation or simply to discuss the current trends in our local waterfront market.

I look forward to meeting you soon.

Best regards,

[Signature]

[Your Printed Name]