

[Your Name]
[Your Current Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Real Estate Agent/Company Name]
[Address]
[City, State, Zip Code]

Re: Urgent Property Sale Proposal for [Property Address]

Dear [Agent Name],

I am writing to formally request a proposal for the expedited sale of my property located at [Property Address]. Due to a new job opportunity in [New City/State], I am relocating on [Relocation Date] and require a rapid closing.

My primary objective is a swift transaction. I am prepared to price the home competitively to ensure a sale within [Number] days. I am looking for a marketing strategy that prioritizes speed and targets qualified buyers or cash investors.

Please provide a proposal that includes:

- A Comparative Market Analysis (CMA) for a fast-sale scenario.
- Your recommended listing price to attract immediate offers.
- A timeline of milestones from listing to closing.
- Specific marketing tactics for a quick relocation sale.
- Your commission structure for an expedited listing.

I am available to meet at the property on [Day] at [Time] or can discuss this via phone at your earliest convenience. Thank you for your prompt attention to this matter.

Sincerely,

[Your Signature]

[Your Printed Name]