[Date]

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

RE: Notice of Highest Comparable Sale - [Property Address/Legal Description]

Dear [Recipient Name],

This letter serves to formally notify you of a recent real estate transaction that represents the highest comparable sale recorded in the immediate vicinity of the subject property located at [Subject Property Address].

The details of the comparable sale are as follows:

- **Property Address:** [Comparable Property Address]
- **Sale Price:** $[Amount]
- **Date of Sale:** [Date]
- **Property Type:** [e.g., Single Family Residential/Commercial]
- **Square Footage:** [Number] sq. ft.

This sale is significant as it establishes a new benchmark for market value within the [Neighborhood Name/District] area. Based on an analysis of features, location, and condition, this transaction suggests an upward trend in local property valuations.

Should you require further documentation or a detailed comparative market analysis regarding how this sale impacts the valuation of your specific interest, please feel free to contact me directly.

Sincerely,

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