

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

[Date]

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

RE: Inquiry Regarding Property at [Property Address/Parcel Number]

Dear [Property Owner Name],

I am writing to you because I represent a specific client who is looking to acquire a property in your immediate area. After reviewing the local market, your property at [Property Address] has been identified as a primary match for their specific requirements.

My client is looking for an off-market opportunity and is prepared to offer competitive terms to avoid the complexities of a traditional public listing. This approach offers you several benefits, including:

- No public showings or open houses.
- No requirement to pay traditional listing agent commissions.
- A flexible closing timeline that suits your schedule.
- Privacy and confidentiality throughout the transaction.

If you have any interest in considering an offer, or if you would simply like to know what a buyer might be willing to pay for your property in the current market, I would welcome the opportunity to speak with you briefly.

Please feel free to call or text me directly at [Your Phone Number], or email me at [Your Email Address].

Thank you for your time and consideration.

Sincerely,

[Your Signature]
[Your Printed Name]
[License Number, if applicable]