

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

[Date]

[Property Owner Name]
[Property Owner Address]

Re: Confidential Inquiry Regarding [Property Address/Parcel Number]

Dear [Property Owner Name],

I am writing to you directly to express a sincere interest in your property located at [Property Address]. I am a [private investor/local resident/business owner] currently looking to acquire a property in this specific area.

I am aware that your property is not currently listed for sale. However, I am reaching out to see if you would be open to a confidential discussion regarding a potential off-market acquisition. By dealing directly, we can avoid public listings, minimize disruptions to your privacy, and potentially save on brokerage commissions.

My interest is genuine, and I am prepared to offer a streamlined transaction process. [Optional: I am a cash buyer / I have pre-approved financing] and can be flexible regarding the closing timeline to suit your needs.

If you have any interest in exploring an offer, or if you would simply like to keep my contact information for the future, please feel free to reach out to me via phone at [Your Phone Number] or email at [Your Email].

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

Sincerely,

[Your Signature]

[Your Printed Name]