

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

[Real Estate Agent Name]
[Brokerage Name]
[Office Address]

Re: Inquiry Regarding Off-Market and Pocket Listings

Dear [Agent Name],

I am writing to you because of your expertise and strong reputation in the [Neighborhood/Area Name] real estate market. I am a highly motivated buyer currently seeking a home in this area, and I am specifically interested in any upcoming or "pocket" listings that are not yet on the MLS.

My search criteria are as follows:

- Property Type: [e.g., Single Family, Condo, Multi-family]
- Desired Bedrooms/Bathrooms: [e.g., 3+ Bed / 2+ Bath]
- Target Price Range: \$[Amount] to \$[Amount]
- Key Features: [e.g., Large backyard, home office, specific school district]

I am fully pre-approved for a mortgage up to \$[Amount] and am prepared to move quickly when the right opportunity arises. My goal is to find a property that meets my needs while providing a streamlined, professional transaction for the seller.

If you have any current off-market opportunities or clients considering selling in the near future, I would greatly appreciate the chance to discuss them with you. I am also open to viewing properties that may require some work or specific closing timelines.

Thank you for your time and for any assistance you can provide. I look forward to hearing from you.

Sincerely,

[Your Signature]
[Your Printed Name]