

[Date]

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

Dear [Recipient Last Name],

As a resident of [Neighborhood Name], you are aware of the limited inventory and high demand for exceptional properties in our community. Because of your position in the neighborhood, I am reaching out to provide you with exclusive, early information regarding a premier estate soon to be introduced to the market.

Located at [Property Address], this residence offers [Number] bedrooms, [Number] bathrooms, and approximately [Square Footage] square feet of living space. Notable features include [Feature 1, e.g., a private wine cellar], [Feature 2, e.g., manicured grounds with a pool], and [Feature 3, e.g., expansive views].

In an effort to prioritize local residents and their networks, we are offering a private viewing period before this property is listed on the Multiple Listing Service (MLS) or made available to the general public. This allows you or someone you know the opportunity to acquire this property with maximum privacy and without the pressure of a public bidding process.

Private Preview Details:

- **Property:** [Property Address]
- **Anticipated Price:** [Price]
- **Exclusive Showing Window:** [Date Range]

If you would like to schedule a confidential tour or if you have a colleague or family member looking to join our community, please contact me directly at [Phone Number] or [Email Address].

Discretion and professionalism are the hallmarks of my service. I look forward to hearing from you.

Sincerely,

[Your Name]
[Your Title/Luxury Specialist]
[Brokerage Name]
[Phone Number]
[Website/Email]