

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

[Date]

[Property Owner Name]
[Property Owner Mailing Address]

Re: Inquiry and Offer for Property at [Property Address / Assessor's Parcel Number]

Dear [Property Owner Name],

I am writing to you because I am interested in the property located at [Property Address]. I noticed that the property appears to be vacant, and I am reaching out to see if you would be interested in selling it.

I am a private buyer looking for opportunities in the area. Based on my research and the current condition of the property, I would like to extend an initial offer of \$[Offer Amount] in cash.

By selling directly to me:

- You will not need to pay real estate agent commissions.
- I can purchase the property in its current "as-is" condition (no repairs needed).
- We can close on a timeline that works best for you.
- I will cover all standard closing costs.

This offer is subject to a brief inspection of the property and verification of clear title. If you have a different price in mind or if you would like to discuss this further, please contact me at your earliest convenience.

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

Sincerely,

[Your Signature]

[Your Printed Name]