

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

[Date]

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

Re: Offer to Purchase Multi-Family Property at [Property Address]

Dear [Property Owner Name],

I am writing to express my strong interest in purchasing your property located at [Property Address]. I have been following the local market and admire the [mention a specific detail, e.g., location/upkeep] of your multi-family building.

I am a private investor looking to expand my portfolio in this area. By selling directly to me, you can avoid the complications of a traditional listing, including:

- No real estate agent commissions or hidden fees.
- No need for public showings or disturbing your current tenants.
- Flexible closing timeline based on your needs.
- Property purchased in "As-Is" condition (no repairs required).

Based on my initial research of comparable properties, I am prepared to offer **\$[Offer Amount]** for the property, subject to a brief inspection and review of the current rent roll.

I am prepared to move forward with an all-cash offer or can arrange for traditional financing, depending on what works best for your tax situation. This is a non-binding expression of interest intended to start a conversation.

If you have any interest in discussing a potential sale, please contact me at [Phone Number] or [Email Address]. I would love to hear from you even if you are only considering selling in the future.

Thank you for your time and consideration.

Sincerely,

[Your Signature]
[Your Printed Name]