

[Date]

[Buyer Name]

[Buyer Address]

[City, State, Zip Code]

Dear [Buyer Name],

Congratulations on the purchase of your new vacation home at [Property Address]!

It was a pleasure working with you throughout this process. I am thrilled that we were able to find a retreat that fits your needs so perfectly. I hope this home provides you and your family with many years of relaxation and wonderful memories.

I have enclosed [List any items included, e.g., copies of closing documents, extra keys, or a gift certificate] for your convenience.

If you have any questions as you settle in, or if you need recommendations for local services in the area, please do not hesitate to reach out. I am always happy to help.

Thank you again for choosing me to represent you in this exciting milestone.

Warm regards,

[Your Name]

[Your Company Name]

[Your Phone Number]

[Your Email Address]