

[Date]

[Buyer Name]

[Buyer Address]

[City, State, Zip Code]

Subject: Congratulations on your purchase of [Property Name/Address]

Dear [Buyer Name],

Thank you for choosing to work with us for the purchase of your multi-family property located at [Property Address]. It was a pleasure assisting you throughout this transaction.

We are confident that this investment will be a valuable addition to your portfolio. Our team has compiled all the final closing documents and keys, which are enclosed with this letter.

Please do not hesitate to reach out if you have any questions regarding the transition or if you require assistance with future real estate needs. We look forward to the possibility of working with you again.

Sincerely,

[Your Name]

[Your Company Name]

[Your Phone Number]

[Your Email Address]