

[Your Name]
[Your Address]
[City, State, Zip Code]
[Date]

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

Dear [Client Name],

Congratulations once again on the successful closing of your new home at [Property Address]. It was a pleasure working with you throughout this process.

As you settle into your new home, you may find that you need professional assistance for maintenance, renovations, or specialized services. Over the years, I have built a network of trusted local professionals who provide high-quality work and reliable service.

Attached is a list of recommended vendors, including:

- Handymen and General Contractors
- Landscaping and Lawn Care Services
- Professional Cleaning Services
- Electricians and Plumbers
- Interior Designers and Painters

Please note that I provide these recommendations as a courtesy to my clients. While I have had positive experiences with these individuals, I always suggest getting multiple quotes and checking their current licensing and insurance before starting any major project.

If you need a recommendation for a specific service not listed here, or if you have any questions about your new neighborhood, please don't hesitate to reach out.

Best regards,

[Your Signature]
[Your Printed Name]
[Your Title/Company Name]
[Your Phone Number]
[Your Email Address]