

Date: [Insert Date]

To: [Property Owner Name]

Property Address: [Insert Property Address]

Subject: Winter Weather Preparation for Your Vacant Listing

Dear [Property Owner Name],

As the winter season approaches and temperatures begin to drop, we want to ensure your vacant property remains protected from potential weather-related damages. Cold temperatures, snow, and ice can pose significant risks to vacant homes, particularly regarding plumbing and heating systems.

To prepare your property for the coming months, we recommend the following precautions:

- **Maintain Adequate Heat:** Ensure the thermostat is set no lower than 55 degrees Fahrenheit to prevent pipes from freezing.
- **Winterize Plumbing:** If the property will remain unoccupied for an extended period, consider professional winterization (shutting off water and draining lines).
- **Inspect Exterior:** Clear gutters of debris to prevent ice dams and ensure outdoor faucets are disconnected and drained.
- **Snow and Ice Removal:** Arrange for regular shoveling and salting of walkways and driveways to maintain safety for potential buyers and to comply with local ordinances.
- **Check Insulation:** Verify that attic insulation is adequate and that there are no significant drafts around doors or windows.

Please let us know if you have already completed these steps or if you would like recommendations for local contractors who can assist with winterization and maintenance.

Protecting your investment is our priority. Please contact us at [Insert Phone Number] if you have any questions or concerns regarding your property.

Sincerely,

[Your Name]

[Your Company Name]

[Your Contact Information]