

[Your Name]
[Your Company]
[Your Phone Number]
[Your Email Address]

[Date]

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

Dear [Client Name],

It has been a true privilege assisting you with your recent move. I understand that transitioning to a new chapter-whether downsizing, moving closer to family, or joining a retirement community-is a significant milestone that involves both logistical work and emotional change.

My goal is always to provide a "white-glove" service that respects the unique needs of seniors and their families. If you have friends, neighbors, or family members who are considering a similar move and could benefit from a patient, detail-oriented real estate professional, I would be honored if you shared my contact information with them.

I am never too busy to answer questions or provide a complimentary consultation for anyone you care about. Your recommendation is the highest compliment I can receive.

Thank you again for trusting me with your transition. I wish you nothing but the best in your new home.

Warm regards,

[Your Signature]

[Your Printed Name]