

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

[Date]

[Contact Name]
[HR or Relocation Department]
[Corporate Client Company Name]
[Company Address]

Subject: Professional Real Estate Support for [Company Name] Employees

Dear [Contact Name],

I am writing to formally introduce myself as a real estate professional specializing in corporate relocation services in the [City/Region] area. I understand that [Company Name] frequently manages employee transfers and new hires, and I would appreciate the opportunity to be your preferred real estate referral partner.

Moving for a new role can be a stressful transition. My goal is to streamline this process for your team by providing:

- Comprehensive area orientations and neighborhood tours.
- Dedicated buyer representation or rental assistance.
- Market analysis and home selling services for departing employees.
- Coordination with mortgage and inspection professionals to ensure on-time closings.

I am committed to providing the high level of service that your employees expect, ensuring they can focus on their new responsibilities while I handle the logistics of their move.

I have attached my professional resume and a list of client testimonials for your review. I would welcome the chance to discuss how I can support your relocation program in more detail.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]
[Your Real Estate License Number]