

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

[Date]

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

Dear [Client Name],

Congratulations once again on your beautiful new home! I hope the move went smoothly and that you are settling into [Neighborhood Name] comfortably.

I am writing to see if there is anything you need as you get established. Whether you are looking for a reliable local plumber, a great landscaping service, or just a recommendation for the best coffee shop in the area, please do not hesitate to reach out. I have built a strong network of local professionals and would be happy to share my contacts with you.

It was a pleasure working with you to find the perfect property. My goal is to remain a resource for you long after the closing date, so please keep my information on hand for any future real estate questions or needs.

I wish you many years of happiness and wonderful memories in your new home.

Best regards,

[Your Signature]

[Your Printed Name]