

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

[Date]

[Owner Name]  
[Owner Mailing Address]  
[City, State, Zip Code]

**RE: Inquiry regarding the property at [Property Address]**

Dear [Owner Last Name],

I am writing to you because I am interested in purchasing your property located at [Property Address].

I represent [myself/a specific buyer/a group of investors] looking for a home in your neighborhood. We are specifically looking for off-market opportunities to avoid the complexities of the traditional real estate listing process.

If you have considered selling, an off-market sale offers several benefits, including:

- No need for public showings or open houses.
- No requirement for costly repairs or staging.
- A flexible closing timeline that suits your schedule.
- Savings on traditional real estate commissions.

Please note that this is a serious inquiry, and we are prepared to move quickly if the terms are right. If you are open to a conversation or would like to receive a no-obligation offer, please call me at [Your Phone Number] or email me at [Your Email Address].

If you are not interested in selling at this time, I appreciate your time and wish you the best.

Sincerely,

[Your Signature]

[Your Printed Name]