

[Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Dear [Client Name],

Whether you have recently moved into a new home or are simply looking to tackle a few projects around the house, finding trustworthy professionals can be a challenge.

To make things easier for you, I have put together this **Local Vendor Resource Guide**. These are professionals and businesses in our community that I have personally worked with or who come highly recommended by my clients for their quality of work and reliability.

Inside this guide, you will find contact information for:

- Handymen and General Contractors
- Plumbers and Electricians
- Landscapers and House Cleaners
- Lenders and Insurance Providers
- Local Shops and Eateries

I hope you find this list helpful. Please keep it in a safe place for the next time you need a helping hand. If you have a great experience with someone not on this list, please let me know so I can include them in the future!

As always, if you have any questions about the local real estate market or need further recommendations, feel free to call or text me at [Your Phone Number].

Best regards,

[Your Name]

[Your Company Name]

[Your Website]

[Your Email Address]