

[Date]

[Seller Name]
[Property Address]
[City, State, Zip Code]

Dear [Seller Name],

Thank you for the opportunity to discuss the sale of your property. I understand that every homeowner has unique financial goals, which is why I am pleased to offer a **Flexible Commission Structure** designed to put more money in your pocket based on how the buyer is secured.

Below are the three tiers of my commission proposal:

- **[Percentage]% Commission:** If I find the buyer and no other agent is involved in the transaction.
- **[Percentage]% Commission:** If another agent represents the buyer (split between both brokerages).
- **[Percentage/Flat Fee] Commission:** If you find the buyer yourself (e.g., a friend or neighbor) and I handle the contracts, disclosures, and closing process.

Regardless of the tier, you will receive my full suite of professional services, including:

- Professional photography and virtual tours.
- Comprehensive MLS listing and syndication to major real estate portals.
- Social media and targeted digital marketing campaigns.
- Expert negotiation and transaction management.

My goal is to provide the highest level of service while offering a fee structure that is fair and reflects the specific circumstances of your sale.

I look forward to discussing this further and helping you achieve a successful closing.

Sincerely,

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