

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

[Neighbor's Name]  
[Neighbor's Address]  
[City, State, Zip Code]

Dear Neighbor,

I am writing to let you know that I am officially putting my home at [Your Address] on the market. As I prepare to move, I wanted to personally invite you to an upcoming Open House.

**Open House Details:**

Date: [Date of Open House]  
Time: [Start Time] to [End Time]

Since you already live in and love this neighborhood, you are the best person to help choose your new neighbor! If you have any friends, family members, or colleagues who have been looking to move into this area, please feel free to bring them along or pass this invitation to them.

I have truly enjoyed living here and want to ensure the house goes to someone who will appreciate this community as much as I have. We will have refreshments available and would love to see you there.

If you cannot make it but know someone who might be interested, they can view the listing details at [Website Link or "by contacting me directly"].

Thank you for being a great neighbor!

Sincerely,

[Your Name]