

Dear [Homeowner Name],

I am writing to you because I am currently working with a lovely couple who is looking to transition into a smaller, more manageable home in [Neighborhood/Area Name]. After viewing several properties, your home at [Property Address] stands out as exactly what they are looking for.

My clients have lived in their current large family home for over [Number] years and are now ready to downsize. They are specifically seeking a property like yours because of its [mention 1-2 specific features, e.g., single-story layout, low-maintenance yard, or proximity to local shops].

I want to be clear that your home is not currently listed for sale, and I am reaching out to see if you have ever considered selling, either now or in the near future. My clients are fully qualified, flexible with closing dates, and are prepared to offer a fair market price to avoid a stressful public listing process.

If you have any interest in a private conversation or a no-obligation valuation of your home, please reach out to me directly at [Phone Number] or [Email Address].

Thank you for your time and consideration.

Best regards,

[Your Name]

[Your Company/Agency]

[Your License Number, if applicable]