

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

**Subject: Investment Opportunity - [Property Name/Address]**

Dear [Recipient Name],

I am reaching out to present an exclusive investment opportunity for a multi-family property located in [City/Neighborhood]. This asset offers a unique chance to acquire a [Number of Units]-unit building in a high-demand rental market.

**Property Highlights:**

- **Location:** [Address/Neighborhood Description]
- **Unit Mix:** [e.g., 10 Two-Bedroom / 5 One-Bedroom units]
- **Occupancy:** [Percentage]%
- **Projected Cash-on-Cash Return:** [Percentage]%
- **Value-Add Potential:** [Briefly mention renovations or rent increases]

The local market is currently experiencing [mention a trend, e.g., low vacancy rates or job growth], making this an ideal time for a strategic multi-family acquisition. We have conducted a thorough financial analysis and believe this property aligns with a growth-oriented investment strategy.

I have attached a brief executive summary and financial projections for your review. If this aligns with your current investment goals, I would welcome the opportunity to discuss the details and provide a full offering memorandum.

Please let me know your availability for a brief call next week.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Phone Number]

[Your Email Address]