

[Your Name/Company Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Owner Name]

[Owner Mailing Address]

[City, State, Zip Code]

RE: Inquiry regarding property at [Property Address/Apartment Name]

Dear [Owner Name],

I am reaching out to you because I am an active investor specifically looking to acquire multi-family properties in the [City/Neighborhood] area. I have been following the market in this district and am very interested in your property located at [Property Address].

I am looking for cash-flowing assets to add to my portfolio. If you have ever considered selling, I would appreciate the opportunity to speak with you directly. By dealing with me personally, you can avoid traditional listing commissions and the public stresses of the open market.

I am prepared to offer:

- A fair market valuation based on current Net Operating Income.
- A streamlined due diligence process.
- Flexible closing timelines to suit your needs.
- Discreet and professional handling of the transaction.

If you are not interested in selling at this moment, I would still value the chance to connect and keep your contact information for the future. Please feel free to call or text me at [Phone Number], or email me at [Email Address].

Thank you for your time and I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]