

Subject: Off-Market Opportunity: Turnkey Duplex in [Neighborhood/City]

Dear [Investor Name],

I am reaching out because I know you are active in the [City] multi-family market. I have just listed a duplex that fits the criteria for a strong buy-and-hold investment.

**Property Address:** [Street Address, City, State]

**Key Investment Highlights:**

- **Unit Configuration:** [e.g., Two 2-bed/1-bath units]
- **Monthly Gross Income:** \$[Amount]
- **Cap Rate:** [Percentage]%
- **Occupancy:** [Occupied/Vacant]
- **Recent Upgrades:** [e.g., New roof, HVAC, or renovated kitchens]

This property is located in a high-demand rental area with low vacancy rates. It offers immediate cash flow with additional upside potential through [e.g., market rent adjustments or minor cosmetic updates].

I have the full financial pro-forma and interior photos ready to share. Would you be interested in viewing the details or scheduling a walkthrough this week?

Best regards,

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