

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to provide you with exclusive VIP access to a newly listed penthouse at [Building Name/Address]. This premier high-rise residence has not yet been released to the general public.

Property Highlights:

- [Number] Bedrooms and [Number] Bathrooms
- Floor-to-ceiling windows with panoramic views of [View Details]
- Private outdoor terrace and custom designer finishes
- Access to world-class building amenities

As a valued client, you are invited to schedule a private, confidential showing before the official marketing campaign begins. This is a rare opportunity to secure one of the city's most prestigious addresses ahead of the market.

Please contact me directly at [Phone Number] or [Email Address] to arrange your private tour or to request the full digital brochure.

Best regards,

[Your Name]

[Your Title]

[Your Brokerage/Company Name]

[Your Website]