

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Notice of Recent Sale - [Property Name or Address]

Dear [Recipient Name],

I am writing to inform you of the successful sale of the multi-family property located at [Property Address]. I represented the [Buyer/Seller] in this transaction, which closed on [Closing Date] for a sale price of \$[Amount].

This transaction highlights the continued demand for quality multi-family assets in the [Neighborhood/City] area. The property consists of [Number of Units] units and sold for approximately \$[Price Per Unit] per unit.

As an owner of property in this market, you may find this information useful for assessing the current value of your own investment. Current market conditions remain favorable for owners looking to capitalize on high demand and competitive pricing.

If you are interested in receiving a complimentary broker opinion of value for your property, or if you would like to discuss current market trends, please feel free to contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[License Number, if applicable]