

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

[Property Owner Name]
[Owner Mailing Address]
[City, State, Zip]

Re: Recent Sale of [Sold Property Address]

Dear [Owner Name],

I am writing to inform you that I have recently represented the parties in the successful sale of the multi-family property located at [Sold Property Address].

This property consisted of [Number of Units] units and was sold for \$[Sale Price]. The transaction demonstrates the continued high demand for well-positioned investment assets in the [Neighborhood/City] area.

During the marketing process, we generated significant interest and received multiple competitive offers from qualified investors. This activity suggests that there is currently a surplus of capital looking for multi-family opportunities similar to your property at [Owner's Property Address].

If you have considered selling or would simply like to know the current market value of your investment in today's climate, I would be happy to provide you with a complimentary Broker Opinion of Value (BOV).

Please feel free to call me at [Your Phone Number] if you would like to discuss the details of this recent sale or your own property goals.

Best regards,

[Your Signature]
[Your Printed Name]
[Your License Number]
[Brokerage Name]