

[Date]

[Recipient Name]  
[Recipient Address]  
[City, State, Zip]

Subject: Recent Off-Market Sale of [Property Address/Neighborhood]

Dear [Recipient Name],

I am writing to inform you that we have successfully closed the off-market sale of a multi-family property located at [Address of Sold Property] for \$[Sale Price].

Because this transaction took place privately, it will not appear on the traditional MLS. This sale demonstrates the continued high demand for multi-family assets in [Neighborhood/Area] and has established a new valuation benchmark for properties similar to yours.

We currently represent several qualified investors who missed out on this specific opportunity and are actively looking to acquire additional 2-to-[Number] unit buildings in your immediate area. These buyers are prepared to offer:

- Competitive market pricing
- All-cash or non-contingent terms
- Flexible closing timelines
- No public marketing or property disturbances

If you have considered selling your property at [Recipient's Property Address], or if you would simply like an updated valuation of your asset based on this recent sale, please contact me directly at [Phone Number] or [Email Address].

All inquiries will be kept strictly confidential.

Best regards,

[Your Name]  
[Your Title]  
[Company Name]  
[Phone Number]  
[Website]