

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

RE: Exclusive Sale Notice - Penthouse Suite [Unit Number]

Dear [Recipient Name],

I am pleased to announce the successful sale of the Penthouse Suite at [Building Name/Address]. As a specialist in luxury real estate, I am proud to have facilitated the transfer of this premier property.

The market for high-end penthouse residences remains exceptionally strong. Due to our extensive marketing campaign and global network, we received significant interest from qualified buyers specifically seeking the lifestyle and exclusivity offered by this building.

The Sale Details:

- **Property:** Penthouse Suite [Unit Number]
- **List Price:** \$[Amount]
- **Status:** SOLD

Because of this recent sale, I currently have a list of pre-screened buyers who are looking for similar luxury units within this building. If you have considered selling your property or are curious about the current market value of your residence, I would be honored to provide you with a confidential valuation.

Please feel free to contact me directly at [Phone Number] or [Email Address] for a private consultation.

Best regards,

[Your Name]

[Your Title]

[Company Name]

[Website]