

[Current Date]

[Client Name]

[Client Address]

[City, State, Zip Code]

Subject: Exciting News Regarding My Real Estate Practice

Dear [Client Name],

I am writing to share some exciting news regarding my professional journey. After [Number] successful years with [Former Brokerage], I have decided to move my real estate practice to **[New Brokerage Name]**.

This decision was made with my clients' best interests in mind. By joining [New Brokerage Name], I will have access to enhanced marketing tools, advanced technology, and a wider network of resources that will allow me to provide you with an even higher level of service.

Please rest assured that while my office location and company name have changed, my commitment to you remains the same. I will continue to provide the dedicated, personalized service you have come to expect from me.

My new contact information is as follows:

[Agent Name]

[New Brokerage Name]

[New Office Address]

[Phone Number]

[New Email Address]

[Website URL]

I value the relationship we have built and look forward to assisting you, your friends, or your family with any future real estate needs. If you are currently in the middle of a transaction with me, I will be reaching out personally to ensure a seamless transition.

Thank you for your continued trust and support.

Sincerely,

[Agent Signature]

[Agent Printed Name]