[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Homeowner Name]
[Homeowner Address]

Dear [Homeowner Name],

I am writing to you because I am currently working with a lovely growing family who is looking for more space in [Neighborhood Name]. They have outgrown their current home and are specifically looking for a property with [Number] bedrooms and a [large backyard/play area].

Your home at [Homeowner Address] caught their eye as the perfect place for their family to grow. While I know your home may not currently be on the market, I wanted to reach out to see if you have considered moving or upgrading in the near future.

If you have ever thought about selling, my clients are prepared to make a competitive offer to ensure a smooth transition for both parties. Selling off-market could save you the hassle of public showings and open houses.

Would you be open to a brief conversation or a quick valuation of your home? There is no obligation, and I would love to see if this could be a win-win situation for everyone involved.

I look forward to hearing from you.

Best regards,

[Your Signature]

[Your Printed Name]
[Your Real Estate Company]