

[Broker Name]  
[Brokerage Firm Name]  
[Phone Number]  
[Email Address]

[Date]

[Recipient Name]  
[Company Name]  
[Street Address]  
[City, State, Zip Code]

RE: Broker Price Opinion (BPO) for [Property Address/Name]

Dear [Recipient Name],

Enclosed is the Broker Price Opinion (BPO) for the commercial property located at [Property Address]. This report provides an estimated market value based on current market conditions, local economic data, and an analysis of comparable sales and lease transactions.

In performing this evaluation, I have considered the following factors:

- Current zoning and highest and best use.
- Physical condition and property characteristics.
- Recent sales of similar commercial assets in the [Area Name] submarket.
- Current market vacancies and capitalization rates for this asset class.

Based on my analysis, it is my professional opinion that the estimated market value of the subject property as of [Date] is:

**Estimated Market Value: \$[Amount]**

Please note that this Broker Price Opinion is intended for [State Purpose, e.g., internal valuation/loan monitoring/listing preparation] and is not a formal appraisal conducted by a licensed appraiser.

If you have any questions regarding the data or the methodology used in this report, please do not hesitate to contact me.

Sincerely,

[Signature]  
[Full Name]  
[Title/License Number]  
[Brokerage Firm Name]