

[Your Name/Company Name]  
[Your Return Address]  
[City, State, Zip Code]  
[Your Phone Number]  
[Your Email Address]

[Date]

[HOA Board Name]  
[Association Name]  
[HOA Mailing Address]  
[City, State, Zip Code]

Dear Members of the [Association Name] Board,

My name is [Your Name], and I am a local real estate investor interested in acquiring property within the [Association Name] community. I am writing to formally introduce myself and express my commitment to being a responsible and supportive member of your neighborhood.

As an investor, my goal is to improve the quality of housing in the area while strictly adhering to all Covenants, Conditions, and Restrictions (CC&Rs) established by this association. I understand the importance of maintaining property values and the overall aesthetic of the community. To that end, I ensure that all my properties are professionally managed, well-maintained, and occupied by vetted, high-quality residents.

I would appreciate any information you could provide regarding specific rules for new owners, upcoming assessments, or rental caps that I should be aware of before finalizing a purchase. Additionally, if there are any current properties in the neighborhood that are in distress or in need of significant renovation, I would be interested in discussing how I might help resolve those issues through a private acquisition.

I look forward to the possibility of working with the board to maintain the excellence of [Association Name]. Please feel free to contact me directly if you have any questions or if there is a specific property you believe I should look into.

Sincerely,

[Signature]

[Your Printed Name]