

[Date]

[Recipient Name]
[Business Name]
[Property Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Real Estate Transition Services for Your Business Succession

As you prepare for your upcoming retirement and the transition of [Business Name], the future of your commercial real estate assets is a critical component of your exit strategy. Whether you intend to sell your property, lease it to a successor, or repurpose the asset, professional guidance is essential to maximize your return.

We specialize in real estate transition services specifically designed for retiring business owners. Our team can assist you with:

- Current market valuation and property assessment.
- Strategic disposition or sale-leaseback arrangements.
- Lease negotiations for new ownership or external tenants.
- Tax-efficient transition planning in coordination with your financial advisors.

Our goal is to ensure that your real estate portfolio supports your retirement goals and provides the liquidity or passive income you require for your next chapter.

I would welcome the opportunity to discuss your timeline and objectives. Please contact me at [Phone Number] or [Email Address] to schedule a confidential consultation.

Congratulations on your career achievements and your upcoming retirement.

Sincerely,

[Your Name]
[Your Title]
[Company Name]