

[Date]

[Founder Name]
[Company Name]
[Address]
[City, State, Zip]

Dear [Founder Name],

Subject: Strategic Real Estate Portfolio Assessment and Succession Planning

As you prepare for your upcoming transition and the next chapter of your legacy, the role of your real estate holdings becomes a critical factor in your overall exit strategy. Real estate often represents one of the most significant yet least liquid assets on a founder's balance sheet, requiring a specialized approach to ensure maximum value preservation.

We are reaching out to offer a comprehensive Strategic Portfolio Assessment tailored specifically for retiring founders. Our goal is to align your property assets with your post-retirement financial objectives, whether that involves liquidation, tax-deferred restructuring, or transitioning assets to the next generation of leadership.

Our assessment process includes:

- **Valuation & Market Positioning:** Determining the current highest and best use for each asset in today's market.
- **Lease & Liability Audit:** Reviewing existing encumbrances and tenant obligations to mitigate risks during the hand-off.
- **Efficiency Analysis:** Identifying underperforming properties that may hinder your liquidity or succession goals.
- **Tax & Transition Strategy:** Coordinating with your advisors on 1031 exchanges or specialized divestment structures to minimize tax exposure.

Strategic timing is essential to ensure that your real estate portfolio supports your retirement timeline rather than complicating it. We would welcome the opportunity to discuss how we can help you streamline this transition and protect the wealth you have built.

Are you available for a brief introductory call on [Day] or [Day] at [Time]?

Sincerely,

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