

[Date]

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

Subject: Invitation to a Private Second Showing of [Property Address]

Dear [Recipient Name],

Thank you for expressing your interest in the property located at [Property Address] during your initial visit. Because of your specific interest, I would like to invite you to a private second showing.

This follow-up viewing will allow you more time to explore the property in detail, measure spaces, and visualize your future in the home without the rush of a general open house. I will be available to answer any specific questions regarding the property features, recent upgrades, or the neighborhood.

Proposed Date: [Date]

Proposed Time: [Time]

If this time does not work for you, please let me know, and we can schedule a private appointment that fits your calendar.

I look forward to seeing you again and helping you with your property search.

Sincerely,

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