

**Your Company Name**

Your Name

Address

City, State Zip

Phone: 999-999-9999 Fax: 999-999-9999

Email: username@domain.com

«Name»

«Address»

«City», «State» «Zip»

Dear «Title» «LastName»:

«FirstName», selling a home is a very complex process and can be very stressful. You need an experienced professional to guide you through the process, as well as address all of your concerns.

By now, I'm sure you are aware that \_\_\_\_\_ is very active in the real estate community. I would like to take that expertise, combined with my experience and knowledge, and apply it directly to the marketing and sale of your home.

Before you choose an agent to represent you in any real estate transactions, let me share with you the services that I can offer, as well as those of \_\_\_\_\_. Call me today, I'm ready to work for you.

Sincerely,