

YOUR LOGO  
HERE

## 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», some time ago, I prepared a market evaluation for you.

If you are still thinking of making a move this year, please let me know. I will be happy to prepare an updated evaluation for you.

Sincerely,

Your Name