Date

Name
Address
City, State, Zip

Dear [NAME],

I just wanted to thank you again for being such a wonderful client and friend. In my business, I find that it is such a great privilege to have the opportunity to work with people like you.

I have enjoyed this experience so much-from getting to know you, to helping you throughout the course of the selling process, to completing the sale! It has truly been an honor and a joy to work with you.

I want to wish you the best of luck in your new home, and I hope that you get settled quickly and comfortably into your new neighborhood.

Should you ever need advice pertaining to your new home, or if you have any real estate questions in general, I do hope that you'll feel free to contact me at any time. You can reach me at [PHONE].

Once again, congratulations, and good luck!

Sincerely,

[NAME]

[TITLE]