Date

Name
Address
City, State, Zip

Dear [NAME],

Life is all about choices, and making the best choices often means soliciting the assistance of a professional who can educate and guide us down the right path.

This is particularly true when it comes to real estate transactions, which have become much more complicated than in years past when a handshake and a gentlemen's agreement were enough to make a sale.

My [NUMBER] years of experience as a professional [REALTOR®/AGENT/BROKER] who is dedicated to producing the best results for my clients makes me the perfect choice to be your [REALTOR®/AGENT/BROKER]. Selecting me to represent you means that you will receive a level of service and dedication that far exceeds your expectations.

As your [REALTOR®/AGENT/BROKER] you have my guarantee that I:

Will go the extra mile to help you reach your objectives

Will be uncompromising in pursuing your best options

Will be available through the entire process and beyond

Will produce results in a timely, organized, efficient manner

Will keep you advised at every turn

I am available and well prepared to assist you in reaching your real estate objectives. If you are ready to move forward, you can reach me at [PHONE] or by email at [EMAIL]. You may also visit my Web site at [WEB ADDRESS] for additional information on all the real estate services I offer.

Sincerely,

[NAME]

[TITLE]