**New REALTOR Letter Template**

<Client name and address block>

Hello <first name>,

I write today to share details of my new real estate practice. Recently I joined [or opened] the firm of [firm name] in [city, state] as a real estate salesperson. Though I am fairly new to the real estate profession, what I lack in experience I make up for in enthusiasm and dedication. I pride myself on my ability to truly listen to my clients’ needs and connect them with opportunities that best match those needs. Additionally, I maintain an open-door policy and return phone calls and email promptly to ensure responsive, transparent, and personable service.

Should you work with me, I will work tirelessly for you to ensure you are connected with the best real estate opportunities. My services include:

* Real estate sales
* Real estate purchases
* Real estate home staging
* Local real estate market reports
* Local real estate market expertise and guidance
* Real estate professional referrals (for those moving to another state or country)
* Real estate leasing (commercial, industrial, retail, residential)
* Other: do you have a unique real estate issue that you need assistance with? I am happy to work with you to find solutions.

I greatly value the personal relationship I have with you and hope that you will consider contacting me for any of your future real estate needs. My contact information is below.

Best Wishes,

<first name>

<Contact block with name

RE license #

firm name

firm address

email, phone, and social media>

Disclaimer: This document is provided as a sample and does not constitute legal advice. Members should modify this document to address their specific needs and verify all information provided to ensure its accuracy and compliance with applicable law.