

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
Subject: Sale of Property Located at [Property Address]
I hope this letter finds you well.
I am writing to formally announce my intention to sell my property
located at [Property Address].
[Brief description of the property, including key features and benefits].
The asking price for the property is [Asking Price].
If you are interested or would like more information, please feel free to
contact me at [Your Phone Number] or [Your Email Address].
Thank you for your time and consideration.
Sincerely,
[Your Name]