

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Address]
[City, State, Zip Code]
Dear [Recipient Name],
Subject: NWMLS Notification
I hope this message finds you well.
I am writing to formally notify you regarding [specific issue or update]
related to NWMLS as of [date]. The details are as follows:
- **Property Address:** [Property Address]
- **MLS Number:** [MLS Number]
- **Notification Details:** [Insert detailed information about the
notification]
Please feel free to reach out if you have any questions or need further
clarification.
Thank you for your attention to this matter.
Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title, if applicable]