

[Your Full Name]

[City, State, Zip Code] | [Phone Number] | [Email Address] | [LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Title: e.g., Chief Development Officer]
[Company Name]
[Company Address]

Dear [Mr./Ms./Mx. Last Name],

I am writing to express my interest in the **[Position Title, e.g., Vice President of Development]** position at **[Company Name]**. With over [Number] years of experience in retail real estate acquisition, site selection, and portfolio expansion, I have a proven track record of delivering high-yield commercial assets and spearheading large-scale rollout strategies.

In my most recent role as [Current/Previous Job Title] at [Previous Company], I successfully managed a development pipeline valued at \$[Amount] million. My core competencies include:

- **Strategic Market Planning:** Identifying high-growth trade areas and securing prime locations aligned with brand demographics.
- **Financial Oversight:** Expertly managing pro forma modeling, CAPEX budgeting, and P&L responsibility to ensure maximum ROI.
- **Stakeholder Management:** Leading cross-functional teams and navigating complex negotiations with landlords, government officials, and legal counsel.
- **Project Lifecycle Management:** Overseeing projects from entitlement and permitting through construction and grand opening.

I am particularly drawn to **[Company Name]** because of [Specific reason, e.g., its recent expansion into urban markets or its reputation for sustainable design]. I am confident that my executive leadership and deep industry network will contribute significantly to your upcoming 20XX growth objectives.

I look forward to the possibility of discussing how my experience in the retail landscape can support **[Company Name]**'s continued success. Thank you for your time and consideration.

Sincerely,

[Your Name]