

[FULL NAME]  
[PHONE NUMBER] | [EMAIL ADDRESS]  
[LINKEDIN PROFILE URL] | [PORTFOLIO/WEBSITE]

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[Date]

[Hiring Manager Name]  
[Title]  
[Real Estate Agency/Firm Name]  
[Office Address]

**RE: [JOB TITLE/POSITION REFERENCE NUMBER]**

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

[Introduction: State your specific interest in the luxury/high-end firm and summarize your years of experience in the real estate sector. Briefly mention your specialized market knowledge or significant career transaction volume.]

[Core Competencies: Detail your expertise in high-net-worth client management, property valuation, and strategic negotiation. Highlight your ability to manage complex residential or commercial portfolios and your track record of closing high-value deals.]

[Achievement: Describe a specific instance where you utilized market analytics or bespoke marketing strategies to exceed sales targets or secure an exclusive listing. Quantify results where possible, such as percentage increases in ROI or total sales volume.]

[Culture Fit: Explain why your professional ethos aligns with the firm's reputation for excellence and how your network of industry contacts will benefit their current market standing.]

Thank you for your time and consideration. I look forward to discussing how my advisory expertise can contribute to the continued success of [Agency Name].

Sincerely,

[Digital Signature]

[Full Name]