Dear \_\_\_\_\_\_\_\_\_\_

I wanted to first let you know how much I appreciate being part of the Advance Real Estate Consulting Group. I have always received tremendous respect, support and guidance which has enabled me to be a successful real estate agent.

However, the time is right for me to take my business in a different direction and I have decided to join another Real Estate company. If the move doesn’t work out, I promise you’ll be the first person I call. If you’re interested in knowing why I’ve decided to make the move, I’d be happy to have a more in-depth conversation with you next week as to the opportunity which has presented itself. I’m really excited about it actually.

Thank you again and I wish you much success in your business.

Best,

NAME