

Property Asset Appraisal

Date: [Insert Date]

[Your Name]

[Your Position]

[Board Name]

[Board Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to you on behalf of the Board of Directors regarding the appraisal of the property assets under our management. As part of our ongoing commitment to ensure accurate and fair valuation of our holdings, we have commissioned an appraisal for the properties located at [Property Address(es)].

The appraisal process is scheduled to begin on [start date] and will be conducted by [Appraisal Company Name], a reputable firm with extensive experience in property assessment. The outcome of this appraisal will provide us with critical insights for strategic planning and investment decisions moving forward.

We appreciate your cooperation during this process and are committed to keeping you informed of any significant developments. Should you have any questions or require further information, please do not hesitate to reach out to me directly.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Board Name]

[Phone Number]

[Email Address]