Dear

As you may know, after an amazing career, our good friend Karin has decided to move on to new opportunities. In getting to know Karin, I have found her to be a very knowledgeable and moreover one of the nicest people in our industry.

I am completely humbled that Karin chose me as her successor and has selected my firm to continue her good work. It is a great honor and I hope we can be as big of a resource to you, as Karin was.

We understand trust is not given but earned. We are looking forward to earning your trust and developing a long-term relationship.

Soon my office will be reaching out to discuss the transition process and answer any questions you may still have.

I’m excited to work with you and will do the best I can to carry on with the good work Karin has done.

You can call my office at any time at 508-832-0114 to schedule an appointment or phone call.

Sincerely,

Nicholas V. Hammond