

Marketing Letter of Introduction

From,
Sender's name
Organization name
Designation
Contact details
Email details

Date – DD/MM/YYYY

To,
Receiver's name
Organization name
Designation
Contact details
Email details

Subject: -----

Dear -----,

Hi! Hope you are doing well.

I ----- (mention your name) working as ----- with ----- would like to connect with you on the behalf of ----- (mention the department) to discuss about the ----- (mention about the product/service).

We understand that every business works on the line of making profits and generating maxim sales/business in any industry. We have been in the industry since ----- -- (mention the timeline) and that has enabled us to ----- come with it and offer benefits such as ----- (mention the benefits in detail).

The main objective is to ----- (mention the objective) and all of these aspects will lead to growth and evolution in the company's profit/sales margins. In case of any query or clarification, please feel free to contact us anytime.

Yours sincerely,

Your name

