Dear (name),

I would like to introduce our company (company name) that has been in business (name the business) for the past 5 years.

We have been an established and popular company with an excellent track record for the best customer satisfaction. We have never compromised on the quality and the services provided to the customer. We believe in keeping the customers happy and providing them with products at a very competent price. We have an excellent staffs who will guide you with their best ideas by keeping in constant touch with your company and informing about the market trends.

Please feel free to keep in touch with us about any of your business related requirements/queries. Please note that we also specialize in Designing Flyers and services for Promoting activities in the presently market trends.

We would like to offer our service to your company (company name). Our supervisor will contact you for further discussion at a time convenient to you.

We look forward to a wonderful relationship together and success for all concerned.

Sincerely

You’re Name