

Dear Madam or Sir,

Thank you for choosing our company. We appreciate your confidence in us and it is with great pleasure that we will work diligently to deliver on our promises to you.

I will be your primary contact and I will do anything I can to make sure our business relationship becomes a rewarding and prosperous one.

Please feel free to contact us if you have any doubts or if you need further information. We will gladly answer any questions.

Yours sincerely,

Jerry Dodger
Customer Accounts Manager