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To: [Recipient's Email ID]

CC: [Your Email ID]

Subject: Sincere Gratitude For Inviting Me To Your Office And Also Choosing My Company To Serve You

Respected [Mr.] [Recipient's Name],

On behalf of my company, I am grateful to you for picking us to do the interior designing of your office. After visiting your office, one thing that I appreciate about the office is the locality. You have picked a prime spot in the city that is not only well-connected but also surrounded by greenery.

After visiting your office, we came up with some samples that would perfectly match the locality of your office. I am hereby enclosing the samples as attachments for your kind perusal. If you have any doubts regarding the samples, please feel free to call me. Again thank you for inviting me to your office. I had a great pleasure visiting your office and looking forward to visiting again.

Yours truly,

[Your Name]

[Contact Number]

