

MAIL to SELF

_____ (Your Address)

_____ (Your City)

_____ (Date of Writing the letter)

_____ (Recipient's Address)

_____ (Recipient's City)

Subject: _____

Mr. _____ (Recipient's Full Name),

I went car shopping at _____ (Name of the Car Dealership) last Monday, that is, on _____ (Date) to look for a new vehicle.

I/we was/were greeted by _____ (Name of the Car Salesman), who made great efforts to make us feel welcome and comfortable at your showroom. He was kind enough to show us around the showroom. He made all attempts to guide us through an extensive list of the available cars at the showroom.

I have to say that this was by far my best car shopping experience. The salesman was adept as well as very informative. He even made sure to answer each and every question we had patiently.

We will surely be coming to the _____ (Name of the Car Dealership) for years to come.

Regards,

_____ (Your Full Name)