

[Sender's Name]

[Designation]

[Company's Name]

[Company's Address]

Date:

[Recipient's Name]

[Recipient's Address]

Dear [Mr./Ms./Mrs.] [Name Of The Recipient],

Thank you for choosing our store for the purchase of your smartphone. We are pleased to have served you. The recently purchased smartphone from our store was our 100th sale which makes you eligible for a brand-new pair of earphones. Congratulations on your gift! This brand-new pair of earphones have arrived at the store. Drop-in any time to take them.

Our store prides itself on taking good care of our valued customers. We, again thank you for choosing our store and also thank you for trusting our products and services. Hope that this relationship continues to grow. See you soon at the store.

Sincerely,

[Your First Name] [Your Last Name]

[Contact Number]

[Email ID]

[Signature]

