

# **MAIL to SELF**

Address of the Sender

Email Address of the Sender

Date

Name of Receiver

Address of the Receiver

Subject: Thank You for Your Inquiry Letter/ Response to Inquiry

Dear \_\_\_\_\_ (Name of the Recipient)

We are grateful to receive your inquiry about our new building project. As per your inquiry, we have shared all the details of building details in enclosed catalogue along with the price list. We are currently building 2, 3 and 4 BHK flats in \_\_\_\_\_ locations. In the enclosed catalogue, we have also mentioned the name of banks offering easy home loans. We will be grateful if you can visit our location to have a clearer picture of the project

Thank you for inquiring about our residential project. Hope that you are satisfied with the mentioned details. In case of any more queries, please let us know. We will be happy to assist you further. Thank you once again!

Sincerely,

(Signature)

Sender's Full Name