

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)

Thank you so much for inquiring regarding our company's new electric automatic car. The starting price for Model _____ is XXXX and the highest price is XXXX for model _____. Our new cars have the latest vehicle engine, we have installed an advanced automatic driving kit, and it has high fuel efficiency. This car is suitable for a small family and we have launched this car model in six different colour variants. We are currently offering some fee add on accessories as our launch offer till ____ (Date).

We are offering free test ride service at your doorstep. You can easily register for a free test drive by calling on _____. You can also visit our showroom and we will be happy to assist you there.

We hope we have provided all the required information to you. Thank you once again for showing interest in our product.

If you want

Sincerely,

(Signature)

Sender's Full Name