



Dear Mr./Mrs. XYZ

(Company Name)

How are you? I hope this weather is treating you and your family well. If you remember, our family met with you on the 3rd of December regarding a car at your showroom. It pleases me to inform you that we have finally decided to buy that very model. All your insights and the details that you provided helped us a lot in making this decision.

Moreover, all the information was checked out. After a lot of consideration, we'll be coming to your showroom as soon as we are in a position to buy that very same model. And it's all because of you. Thank you for being so helpful and giving us the extra time of yours to help us browse various models. I'm afraid we'll be taking more of your time when we come to buy the car. Jokes aside, we wish you and your family a very happy new year. Keep yourself safe and we'll see you soon.

Yours

The Baker Family

(Date)