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Letters.org

**Introduction**

The internet is one of the most inexpensive means to market your products and services. Sending a letter with updated details about your products and services works well to keep your brand in the loop and also keep your clients informed about all significant developments.

**Email Marketing Letter Tips**

Tips to write an Email Marketing letter:

* Use bullets and pointers to highlight your services
* Your letter should always be in first person
* Make sure that the letter is short and concise as not everyone has time to go through details.

Sample Email Marketing Letter

Date: \_\_\_\_\_\_\_\_\_\_\_\_ ( Date when the letter was written)

Dear Reena,

Wouldn’t you just love it if you had an assistant who could manage all your additional chores like bill payments, bookings and directory searches? Well, your search is over as Justlook.com is here to take care of all this and more. We are India’s premier search and service website that makes any information that you need available with the click of a button. With Justlook.com, you can:

• Look for restaurants, hobby classes and any other service provider

• Book travel tickets (Bus, airlines and train)

• Book movie and show tickets

• Look for matrimonial services

• Hunt for jobs

• Promote your own business

Our services have been tried by your friends Jaya, Krishna and many others. They have been satisfied with all the timely services that we have provided them with. At justlook.com we provide you with the bet services to take care of your needs. Just log on to our website and register and let the good times follow.

Thanks and Regards,

April Rodrigues

\_\_\_\_\_\_\_\_\_\_\_( Phone No)

# Email Marketing Letter Template

# Date: \_\_\_\_\_\_\_\_\_\_\_\_ ( Date when the letter was written)

# Dear \_\_\_\_\_\_\_\_ (name) ,

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ( Present your services in the form of a question) Well, your search is over as \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of your product). We are India’s premier \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_( mention your services in a line or two) . With Justlook.com, you can:

# • \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# • \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# • \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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# • \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# • \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# (Highlight 6-8 services that you offer)

# Our services have been tried by your friends \_\_\_\_\_\_\_\_ (names ) and many others. They have been satisfied with all the timely services that we have provided them with. At \_\_\_\_\_\_\_ (name of your company) we provide you with the bet services to take care of your needs. Just \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Urge them to get in touch with you. Call, email, register etc. )

# Thanks and Regards,

# \_\_\_\_\_\_\_\_\_\_\_\_\_( Name and Signature)

# \_\_\_\_\_\_\_\_\_\_\_( Phone No)

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