

## INVITATION LETTER FOR SALES

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## Introduction

This letter is written for the purpose of inviting the customers in a sale. There are many situations in which a company wants to display its products on sale to the customers and for that they have to organize an event and they have the customers. The customers are invited on the sale by the help of these invitation letters for sales. The companies write all the details in these letters such as the deals they would provide and the items that they would display on the sale. The venue, date and time are mentioned in the letter along with all other necessary descriptions.

## Invitation Letter for Sales Tips

The points to ponder upon while writing an invitation letter for sales

- The letter must be addressed very well to the customer
- The company who is organizing the sale must give the necessary information
- The products that would be displayed on the sale and amount of discount that would be given in the sale everything must be very well mentioned in the letter.
- The letters must very politely ask the customers to give their precious visit in the sale.
- The letter must have closing thanks.

## Sample Invitation Letter for Sales

From,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ (Date on Which Letter is Written)

To,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject: Invitation letter for sale

Dear Mr. / Mrs.

We are very much honored to inform you that our store is organizing a sales event in which most of our products will be sold at a much discounted price. This is a new kind of party and starting from formal wear to traditional wear everything would be available in the party. We have our own designers and that why you would get a huge range of designs in both formal and informal wear.

The party will be organized on xyz day and the timings will be from abc. The venue is at pqr hall and all the customers are requested to shoe their valuable presence in the event.

Thanking You,

Yours truly

Name and Signature

## Invitation Letter for Sales Template

This letter is written for the purpose of informing you that our company is organizing an event in which all our products will be sold to the customers at a discounted price. The sale will contain products such as \_\_\_\_\_ (name of the products in sale).

The event will be organized in \_\_\_\_\_ (name of the venue) and the date of the event will be from \_\_\_\_\_ (the date of the event). The timing within which the customers can visit the event is from \_\_\_\_\_ (opening timing) to \_\_\_\_\_ (closing timing.). We would be very much obliged if we get your precious visit in our event because your visit will make the sale even more successful.

Thanking You,

Yours truly

Name and Signature

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