Casual friendly email follow-up for a pending message

| Subject: Just Checking In |
|--|
| Hi [Recipient Name], |
| I hope you're having a great week! I wanted to check in regarding my previous email about [topic]. |
| Have you had a chance to look at it? |
| No rush, but l'd appreciate your thoughts when you have a moment. |
| Thanks a lot! |
| [Your Name] |

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