

Initial tentative introduction

Subject: Preliminary Introduction to [Your Company Name] Services

Dear [Client Name],

I would like to introduce [Your Company Name] and provide a brief overview of our services in [industry/sector]. This letter is intended to initiate a dialogue and explore potential areas for collaboration.

We offer [brief description of services or products], and we are open to discussing how we might support your business goals. I look forward to scheduling a more detailed conversation at your convenience.

Best regards,

[Your Name]

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