

Creative introduction letter to clients

Hello [Client Name],

We have some exciting news! [New Employee Name] has joined [Company Name] as [Job Title] and will be your new go-to person for all things [specific area].

[He/She/They] comes with a strong background in [field] and is ready to bring fresh ideas and excellent service to your projects. Don't hesitate to reach out at [contact info]â€”[New Employee Name] is eager to connect!

Best wishes,

[Sender Name]

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