Professional introduction of a new sales rep to clients

Subject: Introduction of Our New Sales Representative

Dear [Clientâ€™s Name],

I am pleased to introduce you to [Sales Repâ€™s Full Name], who has recently joined [Company Name] as our new Sales Representative. [He/She/They] will be your main point of contact for product inquiries, service updates, and any business needs you may have.

[Sales Repâ€™s Name] brings a wealth of experience in [industry/sector] and is committed to providing excellent support and solutions tailored to your requirements. I have full confidence in [his/her/their] ability to serve you effectively.

Please feel free to reach out directly to [Sales Repâ€™s Name] at [phone/email] for assistance. We look forward to continuing our strong partnership with your business.

Sincerely,

[Your Name]

[Your Position]

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