[DATE]

Contact Name

Address

Address2

Country

City/Province

Postal Code

**RE: THANK YOU FOR YOUR CONFIDENCE**

Dear [CLIENT NAME],

We want to extend a warm thank you for the confidence you have shown in our ability to serve you.

[YOUR COMPANY NAME] is a leading provider of [PRODUCT/SERVICE]. We welcome this opportunity to help you in your business and look forward to a mutually beneficial relationship between us.  
  
Please do not hesitate to call us if you have any queries, our staff is available to you.

Sincerely,

[NAME]

[TITLE]

[CONTACT DETAILS]

[COMPANY EMAIL]