Marketing Letter Example Template

Use our free Marketing Letter Example to help you get started.

From,

————-

————-

————-

Date ——— (Date of letter)

To,

———-

———-

———-

Dear Sir/Madam,

I have ——- (years) experience as a ——– (previous post) in —— (name), and before that I have worked as ————–(post) in ———-(company name). I am happy to inform you that I was instrumental in helping ———- (company) ————(achieve target/ growth) in sales in ——– (time).  I also possess ————(specific skills).

I would like to apply for ———(post)

I can assure you of my best efforts to raise the bar on quality services while increasing sales in your company. In my —- (years) career I have learned a great deal and hope to continue learning in your organization too.

I am attaching my resume for your kind perusal.

I hope you will grant me the opportunity for an interview soon.

Thanking You.

Yours Truly,

(Signature and Name)