

Thank You Email After Sales Meeting

To:xyz@gmail.com

Dear -----,

Hi! Hope you are doing well.

I ----- (mention your name) would like to thank you for setting up a great meeting at ----- on ----- (mention the company name). The agenda of the meeting was to ----- (agenda of the meeting).

I would like to mention that all the points discussed in the meeting were crucial for future growth and to make more progress in work. I would have to say that the way the meeting was handled was absolutely professional and formal in every way.

I would like to congratulate you and your team for handling the sales meeting, so effectively and discussing all the important points. I would be waiting for your response to understand the best course of action for future references.

So, I would like to thank you for arranging such a great meet up and would be waiting for your feedback on some of the important points.

Yours sincerely,
Your name



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RS Peters



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