Date   
Name of Addressee and designation   
Address

Dear Mr./Ms. [X]

Thank you for writing to us and inquiring about the product marketing services of our agency. You described that your company would be launching ‘Product P’ and you need our portfolio and the strategic plan of our company that can boost the sales of your product through digital marketing.

At XYZ Company, having an active network in 12 countries, we have over fifteen years of experience. Our international network consisting of 25,000 employees is dedicatedly working to provide full-service product marketing to our clients like Company A, Company B, and others. We provide our clients with a road map and strategy for customer acquisition, customer retention, and cross-sell/up-sell by search engine optimization (SEO) and search engine marketing (SEM).

Our company would focus on:

* Improving your online presence and performance by providing custom-tailored recommendations
* Keeping your product ahead of your competitors, for prospects and existing customer, by opt-in email marketing
* Boosting traffic for your product sale through search engine optimization and search engine marketing. Our certified professionals know the tools and techniques to keep you on top
* Carrying out detailed audit and competitive analysis for your existing website to generate more traffic and conversions, by developing content building strategy through market research

A detailed proposal will be shared by us on request. For any further information, you may reach out to us. Hoping to hear from you soon.

Sincerely,