# **Company Letter of Introduction**

INDUSTRY LEADERS AND CORPORATE EXECUTIVES

I would like to take this opportunity to introduce Prentice Security Services to you. My company offers comprehensive, cost-effective, and efficient security services. We believe in working closely with our clients and we are willing to adapt our services to respond to the shifting priorities of each engagement. We will address any of your security concerns with an innovative and dynamic approach.

Enclosed with this letter you will find our brochure listing all our different services in detail if you decide to do business with us. We have a team on call around the clock that can take care of any emergency and offer emergency response training, trained guards, alarm response, personal bodyguards, security for special events and more. We also have an agreement with the city police department that allows us to alert them in event of a major security breach.

**Staff emergency and response training:** As President of the Company and a retired officer of the law, I am aware of the necessity of training employees on how to respond to emergencies. The necessity for increased security and knowing how to respond in event of a threat has become particularly evident in the light of the various incidents that have occurred in schools and public spaces over the past few years.

My company won a regional award last year for staff emergency and response training. During our six-week training program, we can accommodate 10 employees and train them in cutting edge response techniques to evacuate citizens to safety during an emergency and make sure perpetrators are apprehended.

**Protective services for individuals:** We employ off-duty and retired military and law enforcement personnel who have years of experience and expertise in protection. Some of our agents are licensed to carry firearms to maintain a continuous level of protection for our clients. Our agents have provided security services for celebrities, athletes, business leaders, and political figures.

**Security at special events:** We offer security screening and access control at special events. Our portable walk-through, handheld metal detectors and baggage screening x-ray machine, can be quickly set up to control access at any event. We have a special event command vehicle to co-ordinate communications, vital resources, and logistics.

**Short- or long-term services:** Whether your security needs are long term or short term, we have solutions to offer you. Even if all you want to do is to augment your existing security, we can provide you with an armed or unarmed agent to suit your situation.

Over 10 years of experience in the security business has earned us a reputation for excellence and for building long-term relationships with our clients. Contact us for a personal consultation and we will discuss your security needs. Using our expertise, we will provide you with comprehensive security advice for your specific circumstances.

<Name Here>
<Position>
<Company Name>