**Sample Example of Sales Letter (Selling a Product)**

[These are Sample sales letter example of Sales Letter (Selling a Product), to sale the products, brands of your company or shop to the customers. You can modify these formats as your requirement.]

Date…

Customer Name…

Job Designation…(if needed)

Address…

**Sub: Sales Letter**

Dear customer,

I am writing this letter to you on behalf of (Company/Organization name). It has come to my knowledge that you run a showroom of electric generators (Product type). It would be my pleasure to inform you that (Company /Organization name) has been manufacturing electric generators (Product/Parts type) since (Year). It is ISO 9002 certified company. Our (Product/Parts type) have been found to be the best among their competitors. It can be verified from the all company’s sold item’s data. Our (Product/Parts type) have proved to work in very harsh conditions. It doesn’t matter the weather is hot or cold. Our (Product/Parts type) will give you the marked efficiency in all cases. New (Product/Parts type) are equipped with variable valve technology too, which results in less consumption of fuel.

Based on the above description, I would like to welcome you to invest in our firm and place an order for these (Product/Parts type) as soon as possible. I would try to get you a discount offer too, based on your order.

Thank you.

Your Name…

Job Designation…

Company name…