

# Sales District Distribution

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We are pleased to inform you about the distribution of sales districts for the upcoming quarter. Please find below the details of your assigned district:

## Sales District Assignment

- **District Name:** [District Name]
- **Region:** [Region]
- **Key Accounts:** [Key Accounts]

We believe that this allocation will enhance our sales performance and customer engagement. Please familiarize yourself with your responsibilities and the targets set for your district.

If you have any questions or require further information, do not hesitate to reach out.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]