

# Temporary Discontinuation of Telemarketing

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Date]

Dear [Team/Department Name],

We are writing to inform you that effective [Start Date], all telemarketing activities will be temporarily discontinued. This decision has been made in light of the need for an internal review of our marketing strategies and practices.

We expect the review process to take approximately [Duration], during which time we will evaluate our current initiatives and explore ways to enhance our approach to customer engagement.

We appreciate your cooperation and understanding during this period. Please refrain from conducting any telemarketing outreach until further notice.

If you have any questions or concerns, feel free to reach out to [Contact Person's Name] at [Contact Email] or [Contact Phone Number].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]