

Introduction Letter

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We are excited to announce that [Your Company Name] has appointed [Distribution Partner's Name] as our new distribution partner effective [Start Date]. This partnership aims to enhance our reach and provide unparalleled service to our customers.

[Distribution Partner's Name] brings a wealth of experience in [mention relevant experience or market knowledge], and we are confident that their capabilities will greatly complement our product offerings.

We look forward to collaborating on innovative solutions and growing together in the marketplace. Please feel free to contact me directly at [Your Email] or [Your Phone Number] should you have any questions.

Thank you for your support, and welcome aboard!

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]