

Media Bid Submission Reminder

Dear [Recipient's Name],

This is a friendly reminder regarding the upcoming deadline for the media bid submission for [Project/Campaign Name]. As per our previous discussions, all bids must be submitted by [Deadline Date].

Please ensure that all necessary documentation and proposals are complete and submitted through the designated platform or email provided.

Should you have any questions or require further clarification, feel free to reach out. We appreciate your interest in working with us and look forward to receiving your bid.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]