

Follow-Up Letter Template

Subject: Just Checking In!

Dear [Lead's Name],

I hope this message finds you well. I wanted to take a moment to follow up on our previous conversation regarding [specific topic or product/service].

We've been working on some exciting updates that I believe could add significant value to your [business/goals]. I would love to share these developments and see how we can assist you further.

If you're available, I would appreciate the opportunity to chat and explore any questions or thoughts you may have. Please let me know a convenient time for you, or feel free to reach out directly at [your phone number].

Looking forward to reconnecting!

Best regards,
[Your Name]
[Your Position]
[Your Company]
[Your Email]
[Your Phone Number]