

# Monthly Sales Quotas Notification

Dear Team,

We hope this message finds you well. As we wrap up this month, we would like to remind you of the sales quotas for the upcoming month:

## **Sales Quotas for [Month Year]:**

- Region 1: [Quota Amount]
- Region 2: [Quota Amount]
- Region 3: [Quota Amount]
- Region 4: [Quota Amount]

Please ensure that you achieve these targets and report your progress during our weekly meetings. Your efforts are crucial to our collective success.

Thank you for your hard work and dedication!

Best Regards,

[Your Name]

[Your Job Title]

[Company Name]