

Request for Consent to Email Announcements

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. We are reaching out to seek your consent to send you periodic email announcements regarding [briefly describe the purpose, e.g., updates, promotions, or important information related to our services].

We are committed to respecting your privacy and ensuring that our communications are relevant to your interests. By consenting to receive these announcements, you will be kept informed about [specific topics or benefits].

If you agree to receive our email announcements, please reply to this email with your consent. Should you wish to withdraw your consent in the future, you can easily do so by contacting us at [contact information].

Thank you for considering our request. We appreciate your support and look forward to keeping you informed.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]