

Customer Inquiry Notification

Dear [Customer's Name],

Thank you for reaching out to us with your inquiry regarding [specific inquiry/topic]. We appreciate your interest in our products/services.

Your inquiry was received on [date], and we are currently reviewing it. Our team will get back to you as soon as possible, typically within [time frame].

If you have any urgent questions, please do not hesitate to contact us at [contact information].

Thank you for your patience, and we look forward to assisting you further.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Company Contact Information]