[DATE]

Contact Name

Address

Address2

Country

City/Province

Postal Code

**RE: REQUEST FOR ADDITIONAL INFORMATION -RESALE OPPORTUNITY**

Dear [CLIENT NAME],

Thank you for giving [COMPANY NAME] the opportunity to review your [PRODUCT NAME].

After our team had reviewed your product we believe that there may be an opportunity for [PRODUCT NAME] within our [CATEGORY] division.

We do, however, require additional information regarding the specifics of your product, before a final decision can be agreed.

To discuss these things further, we would like to arrange a meeting with you on [DATE]. We will keep in contact with you to see what would be an appropriate time for us to get together.

Thank you for considering [YOUR COMPANY NAME] as a means of marketing [PRODUCT NAME].

We look forward to meeting with you soon.

Kind regards,

[NAME]

[TITLE]

[CONTACTNUMBER]

[COMPANY EMAIL]