



10 Break Up Sales Email Templates



How to Use This Template

Thanks for downloading HubSpot's Break Up Sales Email templates!

If you've tried chasing down a prospect to no avail, it might be time to "break up" with them using the following templates. Simply copy and paste the following templates into your email and edit it as you see fit. Even as you're trying to end a customer relationship, remember to keep things professional and helpful—you never know when they'll need your services.

Once you're ready, delete this page and start filling out the template of your choice. Remember, you should add/edit/delete any copy or sections as you see fit.

Save time with a Free Sales Email Template Builder.

Close more deals by
turning your best emails
into templates you can
personalize and share with
your team.



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1. “Three Things”

Hi [NAME],

I’ve tried to reach you a few times to go over suggestions on improving [BUSINESS NEEDS], but haven’t heard back which tells me one of three things:

You’re all set with [BUSINESS NEED] and I should stop bothering you.

You’re still interested but haven’t had the time to get back to me yet.

You’ve fallen and can’t get up and in that case let me know and I’ll call someone to help you.

Please let me know which one as I’m starting to worry!

Best,

[SIGNATURE]



Pro Tip:

Automate Your Sales Emails with HubSpot

After you’ve picked out your favorite email templates, create workflows to automate lead rotation, create tasks, and streamline prospect follow-up with sequences.

[Learn More](#)

2. “I Feel Like a Stalker”

Hey [NAME],

How’s it going?

I feel horrible troubling you and I’m starting to feel like a stalker. Much appreciated if you can let me know if you’d [CALL TO ACTION]. If not, I won’t send you another email.

Here's the most recent updated list of [PEOPLE/COMPANIES] I've worked with: [LIST OF COMPANIES / PEOPLE].

Best,
[SIGNATURE]

3. "Permission to Close Your File?"

[NAME],

I'm writing to follow up on my email and voicemail. We are in the process of closing files for the month. Typically when I haven't heard back from someone it means they are either really busy or aren't interested. If you aren't interested, do I have your permission to close your file?

If you are still interested, what do you recommend as a next step?

Thanks for your help.

Best,
[SIGNATURE]

4. "Looking for Input"

[NAME],

Thanks for your email. I closed your file. Since it's over, I have a quick question. Why is it you aren't interested? Was it something I did?

If there is any way I can improve, let me know. I'm always looking for input.

Thanks for your help,

Best,
[SIGNATURE]

5. "Not a Priority"

Hi [NAME],

I get the sense we're not a priority and I might be bugging you with these emails.

If anything changes, I'm happy to reconnect.

Best,
[SIGNATURE]



Pro Tip:

Integrate Your Emails with HubSpot's Sales Hub

To keep in touch with prospects, you need tools that work for you. HubSpot provides easy-to-adopt sales software that leverages AI to help you build pipelines and close deals.

[Learn More](#)

6. "Periodic Follow Up"

Hi [NAME],

I'm sorry a partnership didn't work out this time. Priorities change, so maybe in the future it'll make more sense for us to work together. I'll still reach out every so often to see if you or someone else in [COMPANY] needs assistance.

Best,
[NAME]

7. "Anything Offensive?"

Hi [NAME],

Since our last meeting, I haven't heard from you and just wanted to ask—did I say or do anything to offend you?

Let me know.

Best,
[SIGNATURE]

8. “Going Away Gift”

Hey [NAME],

I’ve reached out a few times and haven’t heard from you. I recognize now might not be the best time for us to work together.

In the meantime, I wanted to share with you a few free resources:

- [FREE RESOURCE #1]
- [FREE RESOURCE #2]
- [FREE RESOURCE #3]

If anything changes in the future, I’m happy to reconnect.

Best,
[SIGNATURE]



Pro Tip:

Use HubSpot’s Sales Email Template Builder

Close more deals by turning your best emails into templates you can personalize and share with your team, including the templates shared here

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9. “Hi from the CEO”

Hi [NAME],

I'm [NAME OF CEO], the CEO of [COMPANY]. [SALES CONTACT NAME] let me know you recently [COMPLETED DEMO/DOWNLOADED A RESOURCE], and I wanted to reach out personally to hear your thoughts.

Your business matters to us, and I'd like to help in any way I can.

Thank you.

Best,
[CEO SIGNATURE]

10. "Reiterating Value"

Hi [NAME],

I've tried reaching out to you but haven't received a response. I get it, we don't always have time to respond to every email.

Still, I truly believe [COMPANY]'s [PRODUCT] can truly help businesses like yours facing [SPECIFIC CHALLENGE]. When we chatted last, you mentioned:

- [PROBLEM #1]
- [PROBLEM #2]
- [PROBLEM #3]

Is your business still prioritizing these issues? If I don't hear from you within the next week, I'll assume now's not the best time to connect.

Best,
[SIGNATURE]



Pro Tip:

Track Your Emails with HubSpot

Know when leads engage with your emails and turn them into deals faster with perfectly timed, personal follow-ups.



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