Dear Mr.Dodson,

Hope you are doing well,

Thank you so much for the opportunity to meet with you. I genuinely enjoyed meeting you and learning more about your customer base and the company’s philosophy on service. As we discussed

In the meeting, I can confirm that 10,000 units will cost a total of Rs 75,000 with shipping. Please tell me by the end of the week if you are happy with our quote.

Please contact me for any additional information at 480- 123-4567. Please let me know if you have any questions.

I shall be waiting for your response,

Thank you.

Sincerely yours,

M. Patrick ,

Lone Cactus Food and Beverage Company

162 Getzen Drive

Scottsdate, AZ 85258