**Date :** November 11, 2022

**TO :** Management service

**FROM :** Alexandre Buisset Director

**SUBJECT :** Launch of product

I’m writing to inform you, nextly the official lauch of our product.  
It will be primordial to explode our marketing at his peak.

For that, I invit you to organize nd supervise a great meeting for this occasion.  
Moreover, we must maintain our partnership promises with other companies.   
So, I let you to manage this affair of branding.

Thank for you cooperation.