

# Email Writing

## 1. Thank you Email :

Subject: Thank You Message for Selection.

Dear Outbox Studios Team,

I hope this message finds you well. My Self Ankit Patel, and I wanted to extend my heartfelt thanks for the opportunity to join Outbox Studios as a Flutter Developer. I'm excited to contribute to such an innovative team and look forward to bringing my skills to our projects.

Thank you once again for your trust and support. I can't wait to get started!

Best regards,

Ankit Patel,

8485998838

## 2. Email of apology:

Subject: Apology for Not Joining in company.

Dear Outbox Studios Team,

I hope this message finds you well. My Self Ankit Patel. I am writing to sincerely apologize for not being able to join the team as planned. Due to some personal reasons, I must withdraw from this opportunity.

I appreciate your understanding and the chance to connect with such a talented group. Thank you for your support.

Wishing you all the best,

Ankit Patel,

8485998838

### 3. Email of inquiry for requesting information

Subject: Inquiry About Flutter Development Hiring at Outbox Studios

Dear Outbox Studios Team,

I hope this message finds you well. My Self Ankit Patel , a recent graduate in BE from AIT Ahmedabad. I am writing to inquire about any current or upcoming opportunities for Flutter Developer positions at Outbox Studios. I am very interested in your work and would love to learn more about potential openings. I am excited to contribute in your company.

Thank you for your time, and I look forward to your response.

Best regards,

Ankit Patel

8485998838

### 4. Email asking for a status update

Subject Following up on Flutter Developer Application status

Dear Outbox Studios Team,

I hope this email finds you well. My Self Ankit Patel and I am writing to inquire about the status of my application for the Flutter Developer position at Outbox Studios ,which I submitted a week ago.

I would greatly appreciate any update on the progress of my application and whether there are any additional steps I need to take. If there's any further information required, please let me know.I am very excited about the opportunity to join your team and would appreciate any updates you can share.

Thank you for your time!

Best regards,

Ankit Patel

8485998838

## 5. Asking for a raise in salary

Subject: Request for Salary Review

Respected Manager,

I hope this message finds you well. I would like to discuss my current salary and request a review. Given my contributions to the team and the progress I've made in my role, I believe a raise would be appropriate.

I appreciate your consideration and would be happy to discuss this further at your convenience.

Thank you for your understanding.

Best regards,

Ankit Patel

8485998838

Employee\_ID.