“Hi Roberto, I am delighted to have made your acquaintance on my first day in the office. I want to thank you for the helpful information you provided. If I can be of assistance in any way, please let me know. Regards, Jean Arnault”

“Hi Kavya, I am delighted to have made your acquaintance on my first day in the office. I want to thank you for the helpful information you provided. If I can be of assistance in any way, please let me know. Regards, Ankit V.”