

To abc@gmail.com

E mail of inquiry for requesting information

Dear sir/ma'am

I hope this message finds you well. I am writing to kindly request information regarding the subject you are inquiring product, service.

Specifically, I would appreciate it if you could provide details on what information you need requirements, procedures.

Please let me know if any additional information is needed from my side.

Thank you in advance for your time and support.

Best regards, [Mahto saloni]