Asking for a raise in salary

To, joshi@123gmail.com

**Subject:** Request for Salary Review

**Dear [Dhrumil Joshi],**

Over the past [duration, e.g., year, six months], I have taken on additional responsibilities and contributed to [specific projects, achievements, or improvements]. For instance, [briefly mention any quantifiable results or successes]. I believe my efforts have positively impacted our team's goals and the company as a whole.

**Best regards,**

[Sanjay Malviya]  
[Web designer]  
[7073981519]

Thank you Email

To, joshi@123gmail.com

**Subject:** Thank you email

**Dear [Jignesh Panchal],**

I hope this message finds you well. I wanted to take a moment to express my sincere gratitude for [specific reason, e.g., your support during the project, the opportunity to interview, the gift, etc.].

Your [specific quality or action, e.g., guidance, encouragement, generosity] made a significant impact, and I truly appreciate it.

Thank you once again for your kindness. I look forward to [mention any future interactions or follow-ups].

**Best regards,**

[Sanjay Malviya]  
[Web designer]  
[7073981519]

Resignation email

To, joshi@123gmail.com

**Subject:** Resignation email

**Dear [Deepak Malvi],**

This decision was not easy, and it comes after careful consideration of my career path and personal goals. I am truly grateful for the opportunities I have had at [Company Name], especially [mention any specific experiences or skills gained]. Working with such a talented team has been a rewarding experience.

Thank you once again for your support and guidance. I hope to stay in touch and wish the team continued success.

**Best regards,**

[Sanjay Malviya]  
[Programmer]  
[7073981519]

Quotation email

To, deep@123gmail.com

**Subject:** Quotation email

**Dear [Deep Prajapati],**

Quantity: [Number of items or services]

Please note that the prices mentioned above are valid until [date of validity]. If you have any questions or need further clarification, feel free to reach out to me. I’ll be happy to assist you in any way possible.

We appreciate your consideration and look forward to the opportunity to work with you.

**Best regards,**

[Sanjay Malviya]  
[Key Holder Manager]  
[7073981519]

Introduction email to client

To, deep@123gmail.com

**Subject:** Introduction email to client

**Dear [Deep Prajapati],**

At [Laxmi Engineering], we specialize in [briefly mention your products/services or expertise relevant to the client], and we are committed to delivering [mention key value like quality, innovation, support, etc.] throughout our collaboration.

If you have any immediate questions or specific details you’d like to discuss, please feel free to contact me directly. I’m here to ensure everything goes smoothly and that we meet (or exceed!) your expectations.

I look forward to working with you and achieving great results together.

**Best regards,**

[Sanjay Malviya]  
[Operator]  
[7073981519]