

12a. EXTERNAL CALL: EMAIL TEMPLATE

Subject: [A HEADLINE TO THE REQUIREMENT]

Dear XYZ

This is with reference to our conversation earlier on enlisting your support for specific requirements of our Design Partners.

Description of the Requirement: [Requirement Details - Reason for the requirement, outcomes expected, timeline]

[Org Details - Age, Size, Locations, Reach, Impact, Website link]

Please let us know if you would be interested in knowing more about this requirement. We can get on a call or meet to discuss this further.

Regards,
GHJ