

****Presented To****

Please accept our congratulations and best wishes for your success in your new enterprise.

Our purpose in writing this letter is to welcome you to the community and familiarize you with our service.

We provide [service] to many small businesses in the area and will be happy to arrange to have one of our sales representatives call on you at your convenience, if you so desire.

As our way of welcoming you, we have enclosed a certificate which entitles you to a ten (10%) discount on your first order placed with our firm.

We will look forward to seeing you.

****Presented By****