



Thank You Letter

[Name of the Client]

[Position]

[Company]

[Address]

[Date]

[Name of the Sender]

[Position]

[Company]

[Address]

Dear Mr./Ms./Mrs. [Name of the Client],

I am sending this letter on behalf of [Name of the Sender's Company] to thank you for establishing a business partnership with us. We appreciate your cooperation in the process and we are glad that the transaction was successful.

Your company has contributed greatly to the success of the business partnership by providing all the necessary documents and information and being fully committed to succeeding the transaction in a short period of time.

We are looking forward to doing business with you.

Thank you.

Yours sincerely,

[Name and Signature]