

## After Sales Meet

Hi [name],

Thank you for seeing me today. You've given me a lot to think about how I can further add value to you and your organizations.

I have spoken and discussed your feedback with my team, and have come up with some ideas on how we can move forward with you.

To recap some of the points during our discussion on our action items:

1. Prepare proposal
2. Schedule presentation for group targeted [date] etc.
3. Schedule conference call with our client to share their experience with you

In the mean time, I trust you will find value in this free e-book on how to develop your own in-house trainers and the competencies required.

I will be calling you on [xxxx] to make another appointment to present you with our proposal.

Thank you.

Warm regards

Name:

Designation:

<http://www.miniworkshopseries.com>

[Your company name / address / tel / mobile]