

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

Return address:
Name
Company
Address Line 1
City, State Zip Code

Date

Name
Address Line
City, State Zip Code

Re: Promotional letter – Carpet Cleaning

Dear :

Do you have carpet? Do you have feet? If you answered “Yes,” then you need **I Can Eat Off the Floor Carpet Cleaning Service**. Here at **I Can Eat Off the Floor Carpet Cleaning Service**, our goal is to leave your carpet and floors so clean you can have breakfast on it. We have state of the art equipment, the best cleaning products, and a hygienic-obsessed team of carpet cleaners. We are dedicated to leaving your carpet looking better than when you bought it.

Please call today for a free consultation.

Sincerely,

N A M E