

Professional Sales Follow-Up Message Template

Subject: Re: [Proposal name] - Additional thoughts and next steps

Hello [Name],

I hope this email finds you well. It's been [time period] since I sent over the proposal for [project/service], and I wanted to follow up to see if you've had a chance to review it.

I understand that decisions like this require careful consideration, and I'm here to address any questions or concerns that may have come up during your review process. Some common areas clients like to discuss further include:

- Budget allocation and payment terms
- Timeline and project milestones
- Team composition and expertise
- Success metrics and deliverables

Would it be helpful to schedule a brief call to discuss any aspects of the proposal in more detail? I'm available [mention your availability] and would be happy to work around your schedule.

I'm genuinely excited about the possibility of working together and believe our solution would be a great fit for [specific need they mentioned].

Looking forward to your feedback.

Warm regards,

[Your name]

[Your title]

[Company name]

[Phone number]

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