

Quick Appointment Email

Subject: Appointment as Dealer – Quick Confirmation

Dear [Dealer's Name],

This email is to quickly confirm that you have been appointed as a dealer for [Company Name] in [region], effective immediately.

Formal documents and detailed terms will follow shortly. In the meantime, you are authorized to begin promoting and distributing our products in your assigned area.

Congratulations and welcome aboard!

Best regards,

[Your Name]

Get more templates here: <https://www.lettersandtemplates.com/letters/dealer-appointment-letter>