**Business-class email solution**

**Work smarter with business-class email and calendaring**

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Dear <Insert Customer Name>,

<Greeting: Acknowledge your existing relationship or recent interaction with the customer and thank them for their time/business.

Partner introduction: Provide a 1-2 line overview of your company (ex. history, solutions, regions). Describe your relationship with Microsoft and your industry credentials.

Customer situation: Based on the findings from the discovery conversation, describe the customer’s main business priorities and their challenges.

Proposed Solution: Explain why you believe a business-class cloud email solution is the right step for them given their current situation using some of the copy below.>

As your business’s reliance on email grows, you need a solution that works harder for you—one that keeps you organized no matter the volume in your inbox, connected no matter where you are, and secure from external threats. Adopting a business-class email solution makes it easy to be professional, productive, and fiscally prudent.

* An organized approach   
  Organize how you work by prioritizing important messages, tracking schedule changes, and collaborating on documents.
* An intelligent inbox  
  Get a smarter, more efficient way to view and interact with email. Search enhancements give you faster and more complete results.
* Powerful calendaring  
  Go beyond basic appointment scheduling with automatic event capture from emails, such as flight information.
* Guaranteed security  
  Microsoft's extensive network of redundant servers protect against email server failure, with a 99.9% financially-backed uptime guarantee.

**Get started with a business-class email solution**

<We can help you get started with a business-class email and calendaring solution powered by Microsoft. Through our experience as a <Gold/Silver-Certified> Microsoft partner, we can help you and your employees make the transition to the online service that’s right for your business. Stay on top of emails and scheduling and get more done, while adhering to the growing security and compliance requirements that protect your business and your customers.>

**Test out Microsoft Teams for a year for free**

<For a limited time, Microsoft is offering a 1-year free trial of Microsoft Teams. Microsoft Teams is a great collaborative tool for your organization. It empowers people and teams to discuss, innovate, and share ideas using the power of Office 365. The service integrates Exchange Foundation, Flow for Office 365 Plan 1, Microsoft Planner, Microsoft Teams (Teams1, Teams IW), Office Online, PowerApps for Office 365 Plan 1, SharePoint Online Plan 1, Sway, and Yammer Enterprise—creating an intuitive and seamless collaboration experience.>

<I’ll call you in the next week to discuss a plan for moving forward. If you would prefer to get started sooner, please contact me directly at <insert phone number, email address, or both>. I look forward to working with you.>

Regards,

<Insert name>

<Partner logo, contact info, and privacy statement>.



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