

Sales Authorization Letter

Mr. David Jones

Senior Manager-sales

1589, East zone,

Washington, America

(Subject)- Short Sales Authorization Letter.

Dear Mr. David,

We have a short sales programme so thus we are giving you a proposal. It is an authorization on behalf of Robert sales Pvt. Ltd. We have business ties with rose Pvt Ltd since many years. We have till now given you satisfactory results.

A short sales plan is needed for the new products of rose Pvt Ltd. This program will surely increase the profit of your company. An email containing the various marketing, promotion and sales plans is sent to you. A meeting proposal to discuss the plans is sent to you.

We promise you service and results. Please authorize our short sales program. You can contact us on our website given to you if needed.

Yours Sincerely,

Anthony mark.