

[Your Name]
[Your Position]
[Your Company]
[Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Position]
[Recipient's Company]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I wanted to follow up regarding the XP discount we discussed on [date of previous conversation].

As a reminder, this discount offers [brief description of the discount and benefits]. I believe it could significantly enhance your experience with our services.

If you have any questions or need further information, please don't hesitate to reach out. I would be happy to assist you in taking advantage of this offer.

Thank you for considering our proposal. I look forward to your response.

Best regards,

[Your Name]
[Your Position]
[Your Company]