To,

[Name of Recipient]

[Address of Recipient]

Date:

**Subject: Appreciation Letter to Customer**

Dear Sir/Madam,

We appreciate your recent order for the [mention name of the product]. We value your trust in our company and we really take pride in having customers like you. Customers like you play a vital part in the overall development and growth of our company.

I hope that the product [mention name of the product that customer ordered] will completely satisfy your needs according to your requirements. [also mention some other details of the product briefly like model, specs, color and details of any warranty or guarantee that you offer along with the product].

Thanks a lot once again for your order and we will be looking forward to serve for many years to come.

For any details or queries, feel free to contact me through the given below contact details.

Best Regards.

Yours Truly,

[Sender Name]

[Sender Signature]

[Sender Designation]

[Sender Contact Details]