Post Event Potential Client Follow Up Letter/Email

Subject: It was a pleasure meeting you, [*name*]

Hi [*client’s first name*],

We met recently at [*name of event*]. You made such an impression on me with [*something specific you remember about your conversation*], that I wanted to reach out and thank you for your time.

During our conversation, you mentioned that you’re looking for help with [*specific goal you can help with*]. As you’re probably aware, I’m a [*type* of your profession] specializing in [*your specialty*], and I work with many business owners just like you who need help with [*specific goal you can help with*].

I’d like to invite you to schedule a discovery call with me at your earliest convenience. You can book time on my calendar here: [*URL*]

Together we’ll take a look at your current business, how I can help, and whether or not we feel we’d be a good fit to work together. There is not a fee for this call.

Thank you for your time, and I look forward to meeting with you again!

Warmly,

[*your name*]