

Dear Mr./Ms. (*Family Name*),

Thank you for your email dated (*May 24th*). We are pleased to hear that you are interested in (X).

Here is the information that you have requested:

- ()
- ()
- ()

If you should require anything further, please feel free to contact *me/us* at: (*email address, phone number, website address etc.*)

Thank you again for your inquiry.

Sincerely,

(*Name*)