

PROMOTE ADVISORY SERVICES - EMAIL TEMPLATE

This email template can be sent out to promote your advisory services to clients. It can be revised to suit your firm's individual needs, including using your own subject line or preview line, adding your logo and signature, and including your contact information.

Before sending this email to your contacts, please make sure to do the following:

1. Replace all text in red font with your firm's information
2. Make sure your logo and signature appear in the email
3. Revise any content to ensure it reflects your firm (for example, remove the wording about the free discussion if you like)

Subject line: Ready to grow your business?

Preview line: If you already have a lot on your plate, we can help you.

---body of email---

Hi (first name)

If you have a lot on your plate with limited hours to take care of everything, we're here to help. Our Business Advisory services are designed to support your business growth.

We'll work with you to monitor your business performance and translate your numbers into clear language. We use and recommend Xero's smart online accounting software that provides you with budgeting, cash flow forecasting, reporting and benchmarking tools that empower you to make the critical business decisions.

Ready to grow your business?

Get in touch with us by phone (phone number) or email (email address) to book a free (insert length of time) discussion on taking your business to the next level.

Many thanks,

(Your name)

—end—

Shorter version

Subject line: Ready to grow your business?

Preview line: If you already have a lot on your plate, we can help you.

---body of email---

Ready to grow your business?

Our business advisory services help you make the critical decisions vital to your success.

Get in touch with us by calling (phone number) or email me (email address) to book a free 30 minute (insert time) discussion on taking your business to the next level.

Many thanks,

(Your name)