**Business Thank You Letter Example**

Kathy Green

Revelation Interiors, Store Manager

641 Maple Street

Anytown, USA 99999

January 29, 20XX

Jessica Mountain

Interiors by Jess, Owner

3672 Main Street

Anytown, USA 99999

Dear Jessica,

Thank you very much for your help during our recent store renovation. Your design experience and organizational skills really made a difference in how quickly we were able to re-open, and the new layout already seems to be increasing sales of some items!

We are planning a similar renovation of our satellite store on the West side, and I would like to contact you for your expertise on that project as well, as the time comes closer.

I have given your name to several executives who inquired about the new look, and I hope that this will help you to grow your business as well.

Thank you again, and I look forward to working with you in the future.

Regards,

Kathy