

Dear

Further to our telephone conversation with one of my colleagues as promised we would send a follow up email here is an outline of our proposal.

We are one of the fastest growing and innovative health care agencies in the country offering cost-effective staffing solutions at competitive rates. Our staff are trained and qualified to do the job you're asking of them, they are DBS cleared and fully referenced for your peace of mind. You can find out more about us here. You can also download our brochure here.

When you next consider your arrangements for short term and temporary staffing I would welcome the opportunity to understand your requirements and situation. We believe that our staff could fit well with your team, given your ethos, values and passion for care, and so we would like to invite you to try our services.

If you'd like to proceed to the next stage we would expect to sign a mutual non-disclosure agreement, and await your advice on this.

I'll call you soon to see if you wish to progress matters. Or please contact me.

Yours sincerely