

«Mail_Name»
«Corres_Addr1»
«Corres_Addr2»
«Corres_Addr3»
«Corres_Addr4»
«Corres_PCode»

10 June 2009

Dear «Salutation»

Thank you for allowing me to help you with your financial planning requirements <last year/ recently/date> (amend as appropriate).

I hope you and the family are keeping well «Insert personal information if you have it noted in your database ie: ask after the children by name / ask after their new house, pets, lifetsyle etc»

I think it's important to keep in contact with my clients and as part of my service I like to offer all my clients regular reviews of their financial situation. As our lives change so too can our financial needs. Regular reviews can identify potential gaps in your financial planning, highlight where changes need to be made or simply confirm that all is as it should be.

I will contact you shortly to see if you would like us to help you. Alternatively please contact me on the above number to make an appointment.

We look forward to hearing from you

Yours Sincerely

«CR»

Q23739 Hxx