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## Email a Customer

## You need to write a reply to a customer.

- 1. Mr. Smith would like some general information about your product or service.
- 2. Mr. Smith would like to meet with you next week. What times are convenient?
- 3. Mr. Smith wants to know if there are discounts for large purchases or continued use.
- 4. Mr. Smith will be staying in your town. Can you recommend a place for him?

sentation	<b>Notes</b>			





## Questions & Notes

Note	S
Gran	nmar
	using foreign investment, balance of trade, budget and respond in sentences.
<u>Practice</u>	
Practice	using foreign investment, balance of trade, budget and respond in sentences.
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Practice  I have a	using foreign investment, balance of trade, budget and respond in sentences.  a very small operating budget for my projects.
Practice  I have a  1.  2.	using foreign investment, balance of trade, budget and respond in sentences.  a very small operating budget for my projects.