

Dear (name of your customer),

Thank you for your interest in visiting (name of your establishment). Please find below the answers to your questions as well as more information about the vineyard, tours and tastings.

The tour in English costs (Price) per person and lasts (time). This includes (details of your tour).

All tours of the vineyard must be booked in advance. To make your booking, we need a name and telephone contact number please.

If you have any more questions, please don't hesitate to contact us again.

Regards,

(your name)

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Dear (your customer),

We are pleased to announce new dates for our (name of your event) for this year!

(name of the event) will take place on (dates and times).

(details of your event)

Don't miss out on the chance to learn more about (name of the company) at this special event!

See you there!

(your name)

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Dear (customer),

Regarding the questions you asked, (details of the answers).

If you have any more questions or would like any more information, please don't hesitate to contact me on this same email address, or by calling (telephone number).

Thank you.

Regards,

(your name)

Dear (name of customer),

Our opening times for the dates you requested are as follows:

- (details of opening times and days)
- (details of opening times and days)

If you want to make a reservation, please email us at (email address).

Thank you,

(your name)

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Dear (customer),

As we discussed on the phone, (details of the phone conversation).

If you have any questions, please don't hesitate to contact me again.

Regards,

(your name)

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Dear (customer),

Just a quick reminder of our meeting on (day and time) to discuss (details).

If you need to reschedule please let me know as soon as possible.

Regards,

(your name)

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Dear (customer),

At (name of the company) we have a new range of wines that we would love for you to try and taste.

This new range is (details).

We hope to be able to meet you soon in person and show you our catalogue of products. If you would like to schedule a meeting, please contact (person and contact details).

Thank you for your time.

Regards,

(your name)