

(MD letter)

Dear Mr Smith

**You could save up to 27.2% on 'non-core' overheads by switching your procurement to us!**

Without exaggeration, you could be making massive savings on 'non-core' overheads such as stationery, postage, print, office cleaning and telecomms - within weeks of appointing The Procurement Company.

***For companies similar to yours, we've achieved average annual savings of an amazing 27.2%!***

Interested? Then consider this: we work very quickly to achieve results. Following a full appraisal of your non-core overheads, you could have a detailed Report on your desk within four weeks.

At The Procurement Company, we commit fully to your success for an initial 12-month period. Here's what you can expect:

- A review of all your non-core overheads, comparing the prices of alternative suppliers
- Negotiating major ongoing savings on your behalf by using the combined purchasing power of all our clients
- Up-to-the-minute market reports on gas and electricity prices **FOR UP TO THREE YEARS AHEAD** to help you take immediate or more measured decisions
- Putting our proposals into action where that fits in with your operations
- Working with your own people as required with no interference in how you run your business.

Working with The Procurement Company places you in a 'win-win' position. Our fees are one third of the money we save you over a 12-month period. And you benefit from having a leaner, more competitive business.

***In just one short meeting, I can explain how all this can work for you - and how you can make savings of up to 27.2% in the first year.***

Please contact me at any time to discuss any questions you may have. Or, to arrange an appointment in the next week or two, call me on 0208 000 0000 or e-mail x@yyy.co.uk.

I look forward to hearing from you.

Kind Regards

**Simon Xxxxx**

**Director - The Procurement Company**

-----