Email templates

Email Templates

There's no need to reinvent the wheel—keep all your customer support email templates in this tab so your team spends less time inventing catchy sign-offs and more time attending to real customer needs.

Below are some examples of customer support email templates:

Welcome Message

Hello [name],

We're so glad you're here. Here are some of the perks you will be able to enjoy immediately as a new user of our service:
Perk #1: 24/7 customer support
Perk #2: Access to our catalogue of over 10,000 landing page templates
As a new user, you may have a lot of questions. Check out our FAQ Page to see if we can help you there, or take advantage of our 24/7 customer support chat for more specific questions. And, of course, I am always here as your customer service representative to address your concerns and help take advantage of everything we have to offer.
We're excited to show you how our service can help you reach your goals. Here's to the start of a great partnership.
Cheers,

Your Customer Service Representative
Company Name

Free Trial Instructions

Hello [name],
Congrats, you've started your free trial. You have [n] days to try out our service and decide if we're a good fit for your company needs. (Don't worry, we'll send you a reminder a week and a day before your trial ends so there are no surprise charges).
Here's how to get the most out of your trial period:
Tip #1: Book a free 30-minute consultation with our marketing team
Tip #2: Try our collection of over 10.000 premium landing page templates
As always, our customer service team is here to answer your questions about the trial period and what it has to offer.

Cheers,
Customer Service Representative
Company Name

Other templates to include in this PerfectWiki tab are cold-call and customer support scripts and relevant Google Drive documents such as contracts and invoice templates.