

June 12, 2014

Contact Name
Address
Address2
City, State/Province
Zip/Postal Code

OBJECT: CHRISTAMS CREDIT EXTENSION

Dear [CONTACT NAME],

It seems like every year it's the same old scenario – you are trying to find a way to be able to buy all of our gifts this holiday season without having to worry about paying for them until March?

We thought it would, and decided this would be a perfect way to say thank you to our customers for having shopped with us throughout the year.

Starting today, any purchases that you charge to your account will not appear on your statement until [DATE]! This offer is available to you until Christmas Eve, [YEAR].

We hope that you will take advantage of our holiday offering and come see our Christmas season selections. While you are here, please come [PLACE] for a complimentary [GIFT].

Sincerely,

Your name
Your title
(800) 123-4567
youremail@yourcompany.com