

Dear Mr. Smith,

With time being the limiting factor in virtually all businesses today, managers are finding it difficult to **educate, stimulate and reward** their valued employees. I think I have something to offer which will satisfy all three of these requirements. ***And, it will be painless and fun.***

In just 30 minutes during your lunch hour you can introduce your employees to the wonderful world of travel complete with a brief, graphically correct slide presentation accompanied by some soothing music and followed by a direct question and answer session.

These sessions have been well-received by small companies like yours and since everybody has an interest in travel, they are appreciated and always a big hit. They are a proven hit with employees and are easy to schedule.

The topics vary but the time constraints are always adhered to. 35 - 40 minutes is ideal. A list of possible subjects follow this letter.

Bigelow Travel has been in the business of educating travelers for nearly 10 years and we find that there is no better way to initiate relationships than with a brief, informative, entertaining and exhilarating **Lunch & Learn Session.**

You can expect my phone call to check your interest and hopefully select a date or two that fits with your schedule.

“ My people simply loved your presentation on Alaska. I particularly appreciated the fact that you started and finished on time and still managed to address all of their questions. You can count on a return visit.”

On the accompanying sheet you can see (xyz.)

I look forward to meeting you and your people during a future lunch break. This will be fun and your employees will thank you for it.

Mike

Topics:

1. The Restaurants of Bermuda
2. The Best Time To Go On Safari
3. What To See In Addition To Alaskan Whale Watching
4. The Five Mistakes Most First Time Cruisers Make ... and How To Avoid Making Them