

Azra  
Kuasa Saksama SDN BHD  
23-1 Jalan LJ3, Taman Industri Lembah  
Jaya  
Ampang, Selangor Darul Ehsan  
Malaysia

13:22

Dear Azra,

**Re: {product description} - Samples, ref: SOR???**

Further to our recent discussions with {Contact name}, please find enclosed a {product description} for the purpose of an evaluation.

- Part Number ??????? – {product description}

This product is brand new and unused. I shall contact you in due course for any feedback and decision as to whether the Trust wishes to purchase further products.

Should you have any queries, or wish to discuss the product in further detail, please do not hesitate to contact me.

Yours sincerely

Katie Evans  
Office Administrator