Month XX, 201X

Boss’s Name  
Your Company  
Your Address

Dear Boss’s Name:

A recent office/workplace poll found that 100% of those surveyed would love to receive free admission to their next movie.\* With everything we’ve accomplished in the last **[fiscal year/quarter/month/week]**, I think now would be the perfect time to celebrate, and what could be better than seeing the next Hollywood blockbuster on the big screen? Happy employees are productive employees, and everyone loves the movies!

Marcus Theatres offers some great discounts on bulk purchases. I’ve broken down the approximate cost of a few options below.

If we wanted to give each of our **[Z]** employees, **[Y]** ticket(s) to see any movie, anytime,\*\* we could purchase Platinum Discount Tickets. At that quantity, we would save an additional **[X]%** for a grand total of $**[0.00]** .

*(Use the price calculator found* [*here*](http://marcustheatres.com/store/discount-platinum-tickets)*. | ZxY= Number of tickets needed | See chart for discount percentage | Enter grand total)*

On the other hand, we could also offer gift cards. Giving each of our employees a $**[Y]** card would earn us a **[X]%** discount for a grand total of $**[0.00]**. With these cards, any unused balance would remain on the card, so the team could use it on admission or a delicious snack of their choice from the concessions stand.

*(Multiple Z from above by Y in this scenario. Fill in the percentage based on the* [*discount chart*](http://marcustheatres.com/store/mini-characters)*. Enter the amount and quantity needed to find the total.)*

If you have more questions about these items, you can feel free to visit [www.MarcusTheatres.com/shop](http://www.MarcusTheatres.com/shop)

Thank you for your outstanding leadership and recognition of a job well done, on behalf of all of the associate recipients of your generosity and consideration.

Graciously,

\*This poll has been entirely made up, but it’s *probably* true and sounds good too!