

EMAIL TEMPLATE – Following up an application

Personalize this email as much as possible. Use the pet names if you can see them on the home owner's original advert.

If the house sitting website uses reference numbers, remember to include this as a separate heading line in your email. For example:

Reference: **349943**

If there isn't a reference, maybe put the dates of the assignment. The home owner could have several house sits listed, and this will help them quickly see which assignment you are referring to.

Hello <home owner name>

Reference: <number or date of assignment>

We applied for the above house sitting position a couple of days ago and are really keen to be considered for this opportunity. We think we'd make ideal house sitters, having previously house sat in Austin, and we'd love to look after Harry.

If you have any questions at all we'd be more than happy to answer them by email or Skype.

If you need further reassurance, please check our references – here's a link to our personal website so that you can check all our details:

<http://longtermhousesitters.com/references/>

We look forward to hearing from you soon.

Best wishes
Vanessa and Ian

<http://longtermhousesitters.com/>

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