

[Your Name]
[Your Title]
[Your Company Name]
[Your Email Address]
[Your Phone Number]

[Date]

[Investor Name]
[Investor Title]
[Firm Name]

Subject: Follow-up: [Your Company Name] at [Conference Name]

Dear [Investor Name],

It was a pleasure meeting you at [Conference Name] earlier today. I enjoyed our conversation regarding [mention a specific topic discussed], and I appreciated your insights on [mention a specific point the investor made].

As we discussed, [Your Company Name] is currently [briefly mention your current stage or key milestone, e.g., raising a Seed round/scaling our user base]. I believe our approach to [problem your company solves] aligns well with your interest in [investor's focus area].

I have attached our current pitch deck and a brief executive summary for your review. I would welcome the opportunity to discuss our growth plans and vision in more detail.

Are you available for a 20-minute call next [mention two specific days, e.g., Tuesday or Wednesday] to explore a potential partnership?

Thank you for your time and for a great conversation at the event.

Best regards,

[Your Name]