**Sample: Follow-Up Letters (by Andrea Graham)**

1. **Gallery follow-up**

Hello Gallery Owner (by name)

It was great to meet you at the opening of (reference event and location). It was nice to see such a turn out for the event and so much support from the local arts community.

I did look up the artist you mentioned, (name), and will be in touch with her. Thanks for the lead. (Refer to something that was mentioned in your conversation, if possible.)

I had the pleasure of taking a look at around your gallery and think my work might be a great fit. I hope you will visit my website and consider me for a future exhibition. If you would like information about any specific works or should require more detailed images, please let me know. Thanks again.

Regards,

Andrea Graham

www.andrea-graham.com (Attach web site link)

1. **Artist Follow-up**

Hi Fellow Artist,

I was so great to connect with you at the opening at the National Museum last week. What a great show and your piece was fantastic. Thanks for the suggestion to be in touch with the ABC Gallery. It is good to know that they have worked out well for you and I will be sure to tell them you suggested I be in touch.

I have attached a call for entry that I thought might be of interest and the site is a good one to follow (always good to reciprocate). I hope we can keep in touch and continue to share resources. Let me know if you are coming through town. You are always welcome to stop by the studio.

Thanks so much and hope to talk soon,

Andrea Graham

www.andrea-graham.com (always attach your web link)

https://www.facebook.com/AndreaGrahamArt (In this case, I might also attach my FB page due to us being informal and wish to stay in contact. She may also have “friends” that may benefit me- leaving in her court)