**INTERESTED BUT BUSY AT THE MOMENT**

Dear Mr [e.g., Smith - MR, MRS or FORENAME]

Thank you for your enquiry regarding the works in your [e.g., garden - ENTER AREA OF WORK].

I am afraid to say with the extreme high volume of enquiries and work I have on at present, I

would be unable to come out to review for [e.g., 3 to 4 weeks - ENTER TIME PERIOD] and the diary is currently committed through to [e.g., June - ENTER MONTH] for other jobs.

If those timescales do not pose a problem, then please let me know and I will call you to arrange a future appointment.

Alternatively, you may wish to contact others on [http://www.safelocaltrades.com](http://www.safelocaltrades.com/) and, if you find that they are equally busy, then please contact Safe Local Trades on free phone 0800 014 1832 and they may be able to help put you in touch with other traders who could carry out this work.

Apologies for not being able to assist on this occasion.

Thank you and kind regards

[YOUR NAME]

[COMPANY NAME]