

**SCORECARD PLAN**

**EMAIL TEMPLATE**

**EMAIL #5 – PLAN COSTING COMPLETED**

FIRSTNAME  
  
The costing analysis for your Scorecard Plan has now been completed.  You now know what your plan will cost you at various levels of performance.  
  
We are nearing the end of the design of your plan and are now ready to finish the plan document.    
  
We will be in touch once we have the plan document ready for your review.

Your Closing,

**Your Signature Line**