

Freight Rate Negotiation

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company]

[Recipient Company Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to discuss our current freight rates and explore opportunities for negotiation to achieve a mutually beneficial arrangement.

As you are aware, shipping costs have become increasingly significant in our overall logistics budget. We value our partnership and would like to continue working together while finding ways to optimize our freight expenses.

We have reviewed our shipping volumes and believe that a reassessment of the freight rates could lead to cost savings for both parties. Specifically, we would like to request a meeting to discuss potential adjustments based on our recent shipping trends.

Thank you for considering our request. I look forward to your prompt response and hope to arrange a meeting at your earliest convenience to discuss this matter further.

Best regards,

[Your Name]

[Your Position]

[Your Company]