

Negotiation Letter for Technology Infrastructure Lease

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to discuss the leasing terms for the technology infrastructure that our organizations are currently negotiating. After reviewing the initial proposal, I have some points that I believe we can collectively refine to ensure a mutually beneficial agreement.

Specifically, I would like to address the following aspects:

1. **Lease Duration:** We propose a lease term of [insert duration] to align better with our operational strategies.
2. **Cost Adjustments:** We are looking to negotiate the lease cost to [insert proposed cost] based on our budget considerations and market analysis.
3. **Maintenance Responsibilities:** Clarification on the responsibilities for maintenance and support during the lease period is requested.

I believe that addressing these points will pave the way for a smoother negotiation process. I am available for a call or meeting at your earliest convenience to discuss this further. Please let me know a suitable time for you.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]