

Drug Sample Request Clarification

From: [Your Name]
Title: [Your Title]
Company: [Your Company]
Date: [Date]
Email: [Your Email]
Phone: [Your Phone Number]

To: [Recipient's Name]
Title: [Recipient's Title]
Company: [Recipient's Company]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request clarification regarding the drug samples necessary for our upcoming product development project. To ensure that we meet regulatory requirements and align with our research objectives, it would be helpful to understand the specifics of the samples you can provide.

Specifically, we are interested in the following information:

- Type of drug samples available
- Quantity of each sample
- Stopping dates and expiring information
- Any associated costs
- Delivery timelines

Could you please provide this information at your earliest convenience? Your assistance is crucial for the timely advancement of our project.

Thank you for your support and collaboration. I look forward to your prompt response.

Sincerely,

[Your Name]
[Your Title]
[Your Company]