

Request for Reduced Pricing

Date: [Insert Date]

To: [Supplier's Name]

[Supplier's Company Name]

[Supplier's Address]

Email: [Supplier's Email]

Dear [Supplier's Name],

I hope this message finds you well. I am writing to discuss our current pricing agreement in light of recent market changes and our ongoing partnership.

As a valued supplier, we have always appreciated the quality of your products and services. However, we are currently facing some financial constraints and would like to explore the possibility of a reduced pricing arrangement for our upcoming orders.

We believe that a modest reduction in pricing could help us continue to place larger orders with you, ultimately benefiting both parties in the long run. If there is any room for negotiation, we would be eager to discuss this further.

Thank you for considering our request. I look forward to your positive response.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]