

# Request for Seasonal Discount

[Your Name]  
[Your Position]  
[Your Company]  
[Your Company Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]

[Vendor's Name]  
[Vendor's Company]  
[Vendor's Company Address]  
[City, State, Zip Code]

Dear [Vendor's Name],

I hope this message finds you well. As we approach the upcoming season, I am reaching out to discuss the possibility of obtaining a seasonal discount on our purchases from your esteemed company. We have greatly valued our partnership and would like to continue enhancing our collaboration.

Given the seasonal demand fluctuations, a discount would significantly help us manage costs while ensuring we can maintain our order volume with you. We appreciate the quality of your products and are eager to see how we can further our cooperation in this season.

Please let me know if you would be open to discussing this request. I would be happy to set up a time to talk or correspond via email if that is more convenient for you.

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

Sincerely,  
[Your Name]  
[Your Position]  
[Your Company]