

# Vendor Volume Pricing Inquiry

Date: [Insert Date]

To,

[Vendor's Name]

[Vendor's Address]

[City, State, Zip Code]

Dear [Vendor's Name],

I hope this message finds you well. We are currently reviewing our purchasing options and would like to inquire about your volume pricing structure for our upcoming orders. We are anticipating a substantial increase in order quantities, and we would appreciate your insights regarding any discounts or pricing tiers available for bulk purchases.

Could you please provide us with detailed information regarding:

- Minimum order quantities for volume pricing
- Specific pricing tiers based on quantities
- Any additional terms and conditions related to volume orders

We value our partnership and look forward to your prompt response to help us make informed purchasing decisions.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]