

Request for Enhancement of Supplier Contract

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Company Name]

Subject: Enhancement Request for Supplier Contract

Dear [Supplier's Name],

I hope this message finds you well. I am writing to formally request an enhancement to our existing supplier contract (Contract No: [Insert Contract Number]) between [Your Company Name] and [Supplier's Name].

As per our recent evaluations and discussions, we believe that the following enhancements would benefit both parties:

- [Enhancement 1]
- [Enhancement 2]
- [Enhancement 3]

We believe that these enhancements are essential for improving our collaboration and increasing efficiency. We would appreciate your feedback on these proposed changes and look forward to discussing them in detail.

Thank you for your attention to this matter. Should you have any questions, please do not hesitate to contact me directly at [Your Phone Number] or [Your Email Address].

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Phone Number]

[Your Email Address]