

Proposal for Enhanced Payment Terms

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Supplier's Name]

[Supplier's Position]

[Supplier's Company Name]

[Supplier's Company Address]

[City, State, Zip Code]

Dear [Supplier's Name],

We hope this letter finds you well. As part of our continuous efforts to foster a mutually beneficial relationship, we are reaching out to discuss enhancing our current payment terms.

Given the ongoing fluctuations in the market, we believe that extending our payment terms would provide both our companies with additional flexibility and security. We propose to adjust our payment terms from [current payment terms] to [proposed payment terms].

We are confident that this enhancement will allow us to place larger and more frequent orders, thereby benefiting your business with increased sales volume.

Please let us know if you would be open to discussing this proposal further. We look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]