

Request for Packaging Cost Reduction

Date: [Insert Date]

[Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Contact Name],

I hope this message finds you well. We truly value our partnership with [Supplier's Company Name] and appreciate the quality of your products and services.

As we continue to navigate the current market challenges, we are seeking ways to reduce our overall costs to remain competitive. We would like to request a review of the packaging costs associated with our orders. Specifically, we are interested in exploring any opportunities you may have for cost reductions or alternative packaging solutions that can help us achieve savings.

We believe that a collaborative approach could yield mutually beneficial results. If it is possible, we would appreciate any information or proposals you can provide regarding potential adjustments to our current packaging costs.

Thank you for your attention to this matter. We look forward to your response and to continue strengthening our partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]