

Vendor Supply Agreement

Date: [Insert Date]

To:

[Vendor's Name]

[Vendor's Address]

[City, State, Zip Code]

Dear [Vendor's Name],

This Vendor Supply Agreement ("Agreement") is made and entered into as of the date first written above by and between [Your Company Name] ("Purchaser") and [Vendor's Name] ("Vendor").

1. Scope of Supply

The Vendor agrees to supply the following products: [List the products].

2. Pricing and Payment Terms

The total price for the products will be [Insert Price]. Payment shall be made within [Insert Payment Terms] days after receipt of invoice.

3. Delivery Terms

Delivery of the products shall occur on or before [Insert Delivery Date] to [Delivery Address].

4. Confidentiality

Both parties agree to keep all terms of this Agreement confidential.

5. Termination

This Agreement may be terminated by either party upon [Insert Notice Period] written notice.

We look forward to working with you.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]