

Payment Flexibility Proposal

Date: [Insert Date]

To: [Recipient Name]

Company: [Recipient Company Name]

Address: [Recipient Address]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a convenient payment flexibility arrangement that can benefit both parties.

As we look to strengthen our partnership, I believe that having a flexible payment structure would not only enhance our transaction efficiency but also accommodate our varying cash flow needs. Here are a few options I suggest:

- Extended payment terms up to [insert number] days.
- Monthly payment installments instead of lump-sum payments.
- Early payment discounts for invoices settled within [insert time frame].

I am confident that implementing one or more of these options will facilitate smoother transactions and strengthen our business relationship. I would appreciate any feedback you might have, and I am open to further discussions to tailor this proposal to your specific needs.

Thank you for considering this proposal. I look forward to your positive response.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]