

Supplier Price Revision Request

Date: [Insert Date]

To,

[Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Contact Person],

We hope this message finds you well. We are writing to formally request a revision of the pricing on our current supply agreement for [specific product/service]. Due to [reason for price revision], we believe that a revision is necessary.

We value our partnership and trust that we can come to an agreement that reflects the current market conditions while maintaining the quality of the products/services we have come to rely on. We would appreciate your understanding and cooperation in this matter.

We kindly request that you review our proposal and revert with your revised pricing by [insert date]. Should you need any further information, please do not hesitate to reach out.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Contact Information]