

Payment Terms Proposal

Date: [Insert Date]

To: [Supplier's Name]

[Supplier's Address]

Dear [Supplier's Name],

We hope this message finds you well. We would like to propose customized payment terms that we believe will be beneficial for both parties involved.

Proposed Payment Terms

- **Payment Method:** [Insert Payment Method]
- **Payment Timeline:** [Insert Payment Timeline]
- **Discounts for Early Payments:** [Insert Discount Details]
- **Payment Cap:** [Insert Payment Cap, if any]

We believe these terms will help improve our cash flow and strengthen our partnership. We are open to discussing these terms further and making adjustments as necessary.

Thank you for your attention to this proposal. We look forward to your feedback.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]