

Supply Contract Proposal for Emergency Supply Arrangements

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to propose a supply contract that addresses emergency supply arrangements between [Your Company Name] and [Recipient's Company Name]. In light of recent events, it is crucial to ensure that your company is equipped with reliable and timely access to essential supplies.

Proposed Terms and Conditions

- **Supply Items:** [List of items to be supplied]
- **Delivery Schedule:** [Delivery timeframe and conditions]
- **Pricing:** [Proposed pricing structure]
- **Payment Terms:** [Payment conditions]
- **Duration of Agreement:** [Proposed duration]

We believe that this agreement will provide [Recipient's Company Name] with the necessary assurances during times of urgency. We look forward to discussing this proposal further and are happy to adjust the terms to meet your company's needs.

Thank you for considering our proposal. Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] to schedule a discussion.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]