

Product Sample Request for Wholesale Evaluation

Date: [Insert Date]

[Your Name]
[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Recipient Name]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am [Your Position] at [Your Company Name], and we are currently looking to expand our product offerings in our retail line.

We are interested in evaluating your [specific product name or category] for potential wholesale purchasing. To proceed, we would appreciate it if you could send us samples of your products for our review.

Having these samples will allow us to assess their quality and suitability for our clientele. We are particularly interested in [specific features or aspects of the product you want to evaluate].

Please let us know if there are any costs associated with these samples or if there are specific terms we should be aware of. We are looking forward to your prompt reply so we can discuss this further.

Thank you for your attention to this matter. We are excited about the possibility of collaborating with your company.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]