

Request for Product Sample Trial

Date: [Insert Date]

To: [Supplier/Manufacturer Name]

Company: [Your Company Name]

Address: [Your Company Address]

Email: [Your Email Address]

Dear [Supplier/Manufacturer Name],

I hope this message finds you well. We are in the process of onboarding new products for our offerings and are interested in your [specific product name]. In order to assess its suitability for our customers, we would like to request a trial sample.

We believe that testing your product will help us evaluate its quality and features, ultimately allowing us to make an informed decision about incorporating it into our inventory. We aim to ensure that it meets our standards and aligns well with our brand values.

If possible, could you please provide us with a sample of the product by [desired date]? Additionally, any relevant documentation about the product would be greatly appreciated.

Thank you for considering our request. We look forward to your response and hope for a successful collaboration.

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Phone Number]