

Request for Product Sample Trial

Date: [Insert Date]

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

[Recipient's Name]
[Recipient's Position]
[Recipient's Company]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request a product sample trial of [product name] for promotional purposes. We are interested in exploring how [product name] can benefit our audience and would love the opportunity to showcase it in our upcoming promotional campaign.

As [Your Company] is known for [briefly describe your company and target audience], we believe that partnering with you can bring mutual benefits and increase exposure for [Recipient's Company]. We plan to feature the product in [mention where/how you plan to use the product].

We would be grateful if you could provide us with a sample for trial. Please feel free to reach me at [your phone number] or [your email address] should you have any questions or need further information.

Thank you for considering our request. We look forward to your positive response.

Sincerely,
[Your Name]
[Your Position]
[Your Company]