

Price Inquiry Clarification

Date: [Insert Date]

To: [Insert Recipient's Name]

Company: [Insert Company Name]

Address: [Insert Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek clarification regarding the pricing details outlined in our previous correspondence dated [Insert Previous Correspondence Date].

Specifically, I would like to inquire about the following:

- Item/Service: [Insert Item/Service]
- Quoted Price: [Insert Quoted Price]
- Any Additional Fees: [Insert Additional Fees if applicable]

Your prompt response will be greatly appreciated as we are eager to proceed with our decision-making process.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]