

Advertisement Rates Inquiry

[Your Name]

[Your Position]

[Your Business Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Magazine Name]

[Magazine Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the advertising rates for your magazine, [Magazine Name], as I am interested in promoting my business, [Your Business Name].

Could you please provide me with the following information:

- Current advertising rates for different ad sizes and placements
- Available options for both print and digital ads
- Details regarding audience demographics
- Deadlines for submission and publication dates
- Any special promotional packages or discounts available for small businesses

Thank you for your assistance. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Business Name]