

# Request for Supplier Price Review

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

Date: [Insert Date]

**[Supplier Company Name]**  
[Supplier Address]  
[City, State, ZIP Code]

Dear [Supplier's Name],

I hope this message finds you well. We appreciate the partnership we have established with [Supplier Company Name] over the years. Your services and products have significantly contributed to our success.

As part of our regular review of our supplier agreements, we would like to request a review of the current pricing for our ongoing projects. We believe that a competitive pricing adjustment could enhance our collaboration and mutual success.

We would appreciate it if you could provide us with updated pricing details by [insert specific date]. Please let us know if you need any further information regarding our requirements.

Thank you for your attention to this matter. We look forward to your prompt response.

Best regards,  
[Your Name]  
[Your Position]  
[Your Company Name]