

# Trade Credit Application

Date: [Insert Date]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to request a trade credit arrangement with [Company's Name]. As a non-profit organization dedicated to [briefly describe your mission or purpose], we rely heavily on the support of our partners and suppliers to fulfill our goals.

We would like to apply for a trade credit account to help us manage our cash flow more effectively and ensure we can continue delivering value to our community. With your support, we believe we can achieve our objectives while fostering a mutually beneficial partnership.

Please find attached our financial statements and relevant documents that highlight our organization's stability and our commitment to fulfilling our payment obligations.

Thank you for considering our application. We look forward to the opportunity to work together and promote our common goals.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]