

Equipment Rental Negotiation Letter

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to discuss the rental terms for the [specific equipment] that we are interested in renting from [Company Name].

Given our organization's needs and budget constraints, I would like to propose a negotiation on the rental fees and terms. After reviewing our options, I believe that a rate of [proposed rate] per [day/week/month] would be more feasible for us.

Additionally, I would appreciate it if we could discuss the possibility of including [mention any additional requests, such as delivery services, maintenance, etc.].

I am confident that we can come to a mutually beneficial agreement and I look forward to your response. Thank you for considering my proposal.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]