

Request for Exclusive Distribution Rights

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Company Name]

[Recipient Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request exclusive distribution rights for [Product/Service Name] as a reseller in [specific region/market]. Our company, [Your Company Name], has a proven track record in [briefly describe your experience or market presence] and we believe that securing these rights would greatly benefit both our companies.

By granting us exclusive distribution rights, we can ensure a focused marketing effort and enhanced brand presence in the territory. Our detailed marketing strategy includes [briefly outline your strategy] which we believe will maximize the growth potential for [Product/Service Name].

We are committed to upholding the quality and reputation of [Recipient Company Name] and are excited about the possibility of a mutually beneficial partnership.

I would appreciate the opportunity to discuss this proposal further and explore how we can work together effectively. Please feel free to contact me at your earliest convenience to arrange a meeting.

Thank you for considering our request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]