# Retail Database Modification Request

Date: [Insert Date]

To: [Database Administrator's Name]

From: [Your Name]

Subject: Request for Modification of Retail Database

Dear [Database Administrator's Name],

I hope this message finds you well. I am writing to formally request a modification to our current retail database. As we have been analyzing our sales patterns, we have identified the need for the following changes:

- Update pricing information for the following products: [List of products]
- Add new categories for incoming inventory: [List of categories]
- Remove discontinued items from the database: [List of discontinued items]

These changes will help improve our inventory management and sales reporting accuracy. I would appreciate it if you could expedite this request and confirm once the modifications have been successfully implemented.

Thank you for your attention to this matter. Please let me know if you require any further information.

Sincerely,

[Your Name]
[Your Position]
[Your Contact Information]