

# Restock Request for [Product Name]

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Name]

[Your Company Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

Dear [Supplier's Name],

I hope this message finds you well. I am writing to request a restock of [Product Name] due to high demand. We have experienced significant sales growth and, as a result, our inventory has been depleted.

Details of the request:

- Product Name: [Product Name]
- Quantity Needed: [Quantity]
- Requested Delivery Date: [Insert Date]

We appreciate your prompt attention to this matter and look forward to your confirmation.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]