

Trade Agreement Confirmation

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Date]

[Recipient's Name]

[Recipient's Company Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm our trade agreement dated [Agreement Date] regarding the supply of [Products/Services]. We appreciate your trust in us and look forward to a successful partnership.

The details of our agreement are as follows:

- **Product/Service:** [Description]
- **Quantity:** [Quantity]
- **Price:** [Price]
- **Delivery Terms:** [Terms]
- **Payment Terms:** [Terms]

Should you have any questions or require further clarification, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]