

Distribution Terms Affirmation

Date: [Insert Date]

[Your Company Name]
[Your Company Address]
[City, State, Zip Code]

[Recipient Name]
[Recipient Company Name]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

We are writing to affirm the distribution terms agreed upon in our previous correspondence. The following terms will govern our partnership moving forward:

- Territory: [Define Territory]
- Payment Terms: [Define Payment Terms]
- Delivery Schedule: [Define Delivery Schedule]
- Commission Rate: [Define Commission Rate]
- Duration of Agreement: [Define Duration]

We believe these terms will ensure a successful collaboration and look forward to your confirmation of this affirmation.

If you have any questions or require further clarification, please do not hesitate to reach out.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]
[Your Contact Information]