

Business Credit Reference

Date: [Insert Date]

To: [Supplier Name]

Address: [Supplier Address]

Email: [Supplier Email]

Dear [Supplier Name],

We are writing to provide a credit reference for [Your Company Name], located at [Your Company Address]. We have been doing business with them since [Start Date] and can confirm their track record of timely payments and financial responsibility.

[Your Company Name] has always conducted its affairs professionally and is rated [Your Rating] in terms of creditworthiness. Our estimated annual spending with them is [Annual Spending Amount].

We believe they will be a reliable partner for your business.

If you have any further questions, please feel free to contact us at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Company Phone Number]

[Your Company Email Address]