

Application for Supplier Credit Terms

Date: [Insert Date]

[Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Contact Person],

We are writing to formally request credit terms for our company, [Your Company Name], as we wish to establish a stronger business relationship with [Supplier's Name]. We have been a valued customer for [duration] and believe that credit terms will enhance our ability to purchase goods from your esteemed company.

Our company is [brief description of your business and industry]. We have consistently placed orders with your company and have always met our payment obligations in a timely manner. In light of our history and future business potential, we kindly request the following credit terms:

- Credit Limit: [Insert Amount]
- Payment Terms: [e.g., Net 30, Net 60]
- Credit Duration: [Insert Duration]

We believe that these terms will enable us to efficiently manage our inventory while continuing to grow our partnership with you. Please find attached our company financial statements and any additional information you may require for your assessment.

Thank you for considering our application. We look forward to your positive response and continuing our successful relationship.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]