

Letter of Interest

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Supplier's Name]

[Supplier's Company]

[Supplier's Address]

[City, State, Zip Code]

Dear [Supplier's Name],

I hope this message finds you well. My name is [Your Name], and I am the [Your Position] at [Your Company]. We are currently exploring potential suppliers for [specific products or categories], and your company stands out as an appealing option.

To better evaluate the possibilities of collaboration, we would appreciate the opportunity to receive samples of your products. This will allow us to assess the quality and relevance of your offerings to our needs.

We are particularly interested in [mention specific products or characteristics]. If you could send us samples, it would greatly assist in our evaluation process. Please let us know if there are any costs associated with this request.

Thank you for considering our request. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]