

Expression of Interest in Vendor's Product Catalog

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Vendor's Name]

[Vendor's Company]

[Vendor's Address]

[City, State, Zip Code]

Dear [Vendor's Name],

I am writing to express my interest in your product catalog. We are currently exploring potential vendors to meet our needs in [mention specific areas or products]. After reviewing your portfolio, we believe your products align well with our goals.

Could you please provide us with the latest catalog along with any additional information regarding pricing and availability? We would appreciate any samples or case studies you might have to better understand your offerings.

Thank you for your attention. I look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

Email: [Your Email]

Phone: [Your Phone Number]