

# Initial Contract Negotiation Response

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Company]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for your recent proposal regarding the [specific contract or agreement] dated [date of proposal]. We appreciate the opportunity to collaborate and are eager to explore this potential partnership.

After reviewing your terms, we would like to propose the following adjustments for consideration:

- **Clause 1:** [Your proposed change or addition]
- **Clause 2:** [Your proposed change or addition]
- **Clause 3:** [Your proposed change or addition]

We believe these adjustments will be mutually beneficial and foster a stronger collaboration. We are open to further discussions and look forward to your feedback.

Thank you for your attention to this matter. Please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address] should you have any questions or require further clarification.

Best regards,

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[Your Phone Number]

[Your Email Address]