

Proposal for Enhanced Early Payment Discount Options

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

We hope this letter finds you well. We are writing to propose an enhanced early payment discount program that we believe will mutually benefit our businesses.

In the current economic climate, cash flow management is crucial for both parties. By offering an increased discount for early payment, we aim to strengthen our partnership while providing you with added financial flexibility.

Proposed Discount Structure:

- 2% discount for payment within 10 days
- 3% discount for payment within 5 days
- 4% discount for payment received on the invoice date

This structured incentive would not only enhance your working capital but also ensure timely revenue for us, fostering a more cooperative operational rhythm.

We are keen to discuss this proposal further and address any questions you may have. Thank you for considering this opportunity. We look forward to your favorable response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]