

Prompt Payment Discount Offer

Dear [Customer Name],

We hope this message finds you well. As a valued customer, we would like to offer you a special prompt payment discount on your upcoming invoice.

If you settle your invoice within [number of days] days of receipt, you will receive a [percentage]% discount on the total amount due. This is our way of thanking you for your timely payments and continued partnership.

Details of the offer:

- **Invoice Amount:** \$[amount]
- **Due Date:** [due date]
- **Discount Period:** [number of days] days from invoice date

To take advantage of this offer, please ensure your payment is processed by [date]. If you have any questions or need additional information, feel free to reach out to us at [contact information].

Thank you for your prompt attention to this matter. We appreciate your business!

Best regards,

[Your Name]
[Your Position]
[Your Company]
[Contact Information]