

Request for Special Rate Consideration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request special rate consideration for [specific service or product] that I am interested in purchasing from your esteemed company.

Due to [briefly explain your situation or reason for the request, e.g., financial constraints, long-term loyalty, large order quantities], I would greatly appreciate it if you could offer me a special rate that reflects my circumstances.

I have been a loyal customer since [insert the year] and have always appreciated the quality of your products and exceptional service. I believe that a special consideration in pricing would not only help me but also strengthen our ongoing business relationship.

Thank you for considering my request. I am hopeful for a positive response and am available at your convenience to discuss this matter further.

Sincerely,

[Your Name]