

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Request for Discount on [Product/Service Name]

I hope this message finds you well. I am writing to request a discount on [product/service] that I am interested in purchasing from your company.

[Briefly explain your situation, provide reason for the request, and any relevant details such as loyalty to the brand, bulk purchase intentions, or budget constraints.]

I believe that a discount of [specific percentage or amount] would make it feasible for me to proceed with the purchase.

Thank you for considering my request. I look forward to your favorable response.

Sincerely,
[Your Name]