

[Your Company Name]
[Your Address]
[City, State, Zip Code]
[Date]

[Client Name]
[Client Company Name]
[Client Address]
[City, State, Zip Code]

Subject: Discount Partnership Agreement

Dear [Client Contact Name],

This letter serves to formalize the discount partnership agreement between [Your Company Name] and [Client Company Name]. We are pleased to offer this exclusive arrangement as a token of our appreciation for our ongoing business relationship.

1. Discount Terms

[Your Company Name] agrees to provide [Client Company Name] a discount of [Percentage]% on all [Products/Services] purchased during the term of this agreement.

2. Eligibility and Usage

This discount is applicable to all orders placed by [Client Company Name] via [Standard Ordering Process]. This discount cannot be combined with any other promotional offers or seasonal sales unless explicitly stated in writing.

3. Term and Validity

This agreement is effective as of [Start Date] and will remain in effect until [End Date/Indefinite]. Either party may terminate this partnership by providing [Number] days' written notice.

4. Confidentiality

Both parties agree to keep the specific terms and percentage of this discount confidential and shall not disclose them to any third parties without prior written consent.

Please sign and return a copy of this letter to acknowledge your acceptance of these terms.

Sincerely,

[Your Name]
[Your Title]
[Your Company Name]

Accepted and Agreed:

Signature: _____

Name: [Client Representative Name]

Date: _____