

Formal Business Offer Counter Proposal Letter

Subject: Counter Proposal to Your Business Offer

Dear [Recipient's Name],

Thank you for presenting your business offer dated [insert date]. After careful review, I truly appreciate the opportunities it provides and the potential for mutual benefit. However, I believe some adjustments would make the arrangement more balanced and feasible for both parties.

Specifically, I propose revising the payment schedule to quarterly installments instead of monthly, which would help us maintain a healthy cash flow. Additionally, I suggest a slight adjustment to the delivery timeline from 30 days to 45 days to ensure quality assurance procedures are not compromised.

I remain committed to establishing a successful and long-term relationship with your company, and I trust that this counter proposal can serve as the foundation for constructive negotiations. I look forward to hearing your thoughts.

Sincerely,

[Your Name]

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