

Formal Distributor Appointment Letter

Subject: Appointment as Official Distributor

Dear [Distributor Name],

We are pleased to inform you that [Company Name] has decided to appoint your organization, [Distributor Company Name], as the authorized distributor for our products in the region of [Territory/Area], effective from [Date].

This appointment is based on your company's outstanding reputation, market reach, and proven expertise in distribution. As our distributor, you will be responsible for promoting, marketing, and selling our products in accordance with our policies and standards. All product deliveries and pricing structures will be detailed in the attached agreement.

Please review the enclosed Distributor Agreement carefully and confirm your acceptance by signing and returning a copy to us. We look forward to a successful and long-term partnership.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

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