

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

[Recipient Name]
[Recipient Title]
[Client Company Name]
[Client Address]

Re: Amendment to Terms of Business - Extended Rebate Period

Dear [Recipient Name],

Thank you for your recent proposal regarding the amendments to our Terms of Business, specifically the request to extend the current rebate period.

After careful consideration of your request, I am writing to inform you that we are unable to accept the proposed extension at this time. Our current rebate structure and timeframes are designed to ensure the financial stability and operational efficiency of our services, and we find it necessary to maintain these existing terms.

We value our partnership and believe that our current agreement remains fair and competitive within the industry standards. All other terms and conditions as previously agreed upon shall remain in full force and effect.

We look forward to continuing our successful business relationship under our existing arrangement. Should you have any questions regarding this decision, please do not hesitate to contact me.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Job Title]