

Quotation Retraction Notice

Date:

To:

Company:

Subject: Retraction of Quotation

Dear ,

We regret to inform you that the quotation provided by us on reflecting the reference number has been officially retracted as of .

The retraction of this quotation is necessary due to the following reasons:

We apologize for any inconvenience this may have caused. Should you require a revised quotation or further clarification, please feel free to contact us.

Sincerely,