22 July, 2021

Maida Haqq

CEO “Haqq” Enterprises

[maidahaq123@gmail.com](mailto:maidahaq123@gmail.com)

under pass Dharam Pura

Lahore, Pakistan

Dhurmpura-245abc-34

Rabia Khan

CEO “Khan” Enterprises

[rabiakham789@gmail.com](mailto:rabiakham789@gmail.com)

Chungi Amar Sidhu

Lahore, Pakistan

Chungi-nishter123\_mn

0342-5700245

Dear Maida,

As in my last letter I told you all about the order's requirements and you received the letter. But now it's time to decide all the term and policies which is very essential for our successful business.

As you are belonging to Karachi city which is a best business city in Pakistan. Hope so you are understanding the business terms. We want some assurance from you about the samples which you were sent to us yesterday. As you know that whenever two companies bind in a partnership there would be some rules and terms. That's why we will also have to make new rules and regulations and act upon them strictly.

As we also know that your firm is very trustable and you strictly follow the rules so we are very impressed with your behavior. So, we also want to add some additional terms in our newly made policy. Our new terms are:

* The copies of our designs should not send anywhere. Our design is always according to our requirements otherwise you will have to pay the penalty.
* The cloth which used in our order should be pure. Stitching should be complete.
* Order should be on time. We would help each other in any loss of our companies.

I hope you understand and follow this condition very strictly. If we both follow these terms and policies it would be a good effort to make our partnership strong

Sincerely yours’

Rabia Khan