Dear Mrs Zuzana,

We are Natur cosmetic, a company that produces and distributes natural and bio friendly cosmetic products around the world. We are looking for some of your products of bathbombs. I would like to order the items listed below:

* 100 units of blue bath bombs
* 100 units of white bath bombs
* 100 units of yellow bath bombs

We want to know the size and the colour that you have available in your company.  Our payment terms are 15 days after delivery date and the delivery date must be no later than Thursday, 6th February. If it is possible, we want a quote to see how much will be.

We thank you in advance and we expect an answer from you.

Sincerely,

**Diego Moratalla**

*Teaching departament*