

Conflict of Interest Disclosure Letter

Date: [Insert Date]

To: [Recipient's Name]

Title: [Recipient's Title]

Organization: [Recipient's Organization]

Address: [Recipient's Address]

Dear [Recipient's Name],

I am writing to disclose a potential conflict of interest that may arise from my role as a drug representative for [Company Name]. As a representative, I am involved in promoting [specific drug or product] within your healthcare system.

This relationship includes the following aspects:

- Compensation for services rendered related to [specific drug or product]
- Participation in advisory boards, speaking engagements, or education seminars
- Provision of samples or promotional materials

I am committed to maintaining transparency and ensuring that my interactions with you and your colleagues are appropriate and compliant with applicable regulations and ethical standards.

Please feel free to reach out if you have any questions or require further clarification regarding this matter.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]