

Engagement Letter

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Company Name]

[Company Address]

Dear [Recipient Name],

We are pleased to invite you to engage with us in the development of our Supplier Diversity Program. At [Your Company Name], we recognize the importance of fostering a diverse supply chain that reflects the communities we serve. Your expertise and insight would be invaluable as we strive to enhance and implement this initiative.

The objectives of our Supplier Diversity Program include:

- Increasing collaborative partnerships with diverse suppliers.
- Promoting inclusivity and equity in our procurement processes.
- Enhancing economic opportunities for underrepresented businesses.

We would love to hear your thoughts and ideas on how we can create a successful program. We propose to schedule a meeting on [Insert Proposed Date] to discuss this further.

Thank you for considering this opportunity to collaborate. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]