

# Supplier Quality Assurance Follow-up

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Follow-up on Product Quality Assurance

Dear [Supplier Contact Name],

I hope this message finds you well. We are writing to follow up on our previous discussions regarding the quality assurance of the products supplied by your company. Ensuring high-quality standards is crucial for maintaining our business relationship and meeting our customers' expectations.

As per our last conversation, we would like to confirm the following:

- Production quality control measures implemented.
- Results of the recent quality audits.
- Any updates regarding the corrective actions taken for previously identified issues.

We appreciate your cooperation in this matter and look forward to your prompt response by [Insert Deadline]. If you need any further information or clarification, do not hesitate to reach out.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]