

Vendor Cybersecurity Policy Compliance Request

Date: [Insert Date]

To: [Vendor's Contact Name]

Company Name: [Vendor's Company Name]

Address: [Vendor's Company Address]

Dear [Vendor's Contact Name],

As part of our ongoing efforts to ensure the security and confidentiality of our data, we are conducting a review of our vendor cybersecurity compliance policies. We appreciate your partnership and want to ensure that your cybersecurity practices align with our security requirements.

We kindly request that you provide us with documentation regarding your cybersecurity policy, specifically addressing the following areas:

- Data Protection Measures
- Incident Response Protocol
- Access Control Policies
- Employee Cybersecurity Training
- Third-Party Risk Management

Please submit the requested information by [Insert Due Date] to ensure continued compliance. Should you have any questions or need further clarification, do not hesitate to reach out.

Thank you for your attention to this important matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]