

Vendor Cybersecurity Policy Review

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Contact Name],

As part of our ongoing commitment to safeguarding sensitive information and maintaining strict cybersecurity practices, we are conducting a review of our vendors' cybersecurity policies.

Please provide us with the following information by [Insert Deadline]:

- A copy of your current cybersecurity policy.
- Details of any recent updates made to your policy.
- Information on how you ensure compliance with relevant regulations and standards.
- Incident response procedures in place in the event of a data breach.

Failure to provide this information may affect our ongoing relationship. We appreciate your cooperation in this matter and look forward to your prompt response.

Thank you.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]