

# Vendor Partnership Agreement

Date: [Insert Date]

To: [Vendor Name]

[Vendor Address]

Dear [Vendor Name],

We are pleased to establish a partnership with [Vendor Company] to support our business objectives. This letter outlines the terms of our collaboration and the expectations for subcontractor oversight.

## Scope of Services

[Detail the specific services that the vendor will provide.]

## Partnership Expectations

- Compliance with all applicable laws and regulations.
- Regular reporting on deliverables and timelines.
- Communication protocols for issue resolution.

## Subcontractor Oversight

As part of our agreement, [Vendor Company] will oversee any subcontractors engaged in the provision of services. This includes:

- Approval of subcontractor selection.
- Monitoring of subcontractor performance.
- Ensuring compliance with our standards and regulations.

## Confidentiality

Both parties agree to maintain the confidentiality of proprietary information shared during the course of this partnership.

## Termination

This agreement may be terminated by either party with [insert notice period] written notice.

We look forward to a successful partnership. Please sign and return a copy of this letter to confirm your acceptance of these terms.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]

Accepted and Agreed:

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[Vendor Name]

[Position]