

# Supplier Batch Testing Criteria Clarification

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Name]

Subject: Clarification on Batch Testing Criteria

Dear [Supplier's Name],

We hope this message finds you well. We are writing to seek clarification regarding the batch testing criteria outlined in our recent agreement dated [Insert Agreement Date]. As we prepare for the upcoming testing phase, we want to ensure that all expectations and requirements are clearly understood.

## Clarification Points:

- Testing methods: Please confirm the specific testing methods that will be utilized for batch analysis.
- Acceptance criteria: We would appreciate a detailed explanation of the acceptance criteria for the results obtained.
- Documentation: What documentation will be provided post-testing to verify compliance?
- Timeline: Could you provide an estimated timeline for when testing will commence and conclude?

We value our partnership and are committed to ensuring the highest quality standards. Your prompt response to these queries will be greatly appreciated and will assist us in maintaining our production schedule.

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]