

Vendor Agreement

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Subject: Quality Dispute Resolution Agreement

Dear [Vendor Name],

This letter serves as a formal agreement regarding the resolution of disputes related to the quality of products supplied by you, [Vendor Company Name].

1. Quality Standards

Both parties agree to adhere to the quality standards as outlined in the original purchase agreement dated [Insert Date].

2. Quality Inspection

All products will be subject to quality inspection upon delivery. [Your Company Name] reserves the right to perform these inspections to ensure compliance with agreed standards.

3. Dispute Resolution Process

In the event of a quality dispute:

1. Notify the vendor within [insert time frame] of receipt of the defective products.
2. Both parties will enter into a discussion to evaluate the issue and seek a resolution.
3. Should a resolution not be reached, an independent third-party mediator will be engaged.

4. Refund/Replacement

If the dispute is resolved in favor of [Your Company Name], the vendor agrees to provide a full refund or replace the defective goods within [insert time frame].

5. Governing Law

This agreement shall be governed by and construed in accordance with the laws of [Insert State/Country].

Please signify your acceptance of this agreement by signing below.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

Vendor Acceptance:

[Vendor Name]

[Title]

Date: _____