

# Supplier Conformity Request

Date: [Insert Date]

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Contact Name],

We are reaching out to request confirmation that your products/services comply with our established standards and specifications. This is important to ensure the continued quality and reliability of our supply chain.

Please provide the following information:

- Declaration of conformity to specified standards.
- Relevant testing certifications or documents.
- Any deviations from specifications, if applicable.

We appreciate your prompt attention to this request and look forward to receiving your confirmation by [Insert Deadline]. If you have any questions, please do not hesitate to contact me at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[City, State, Zip Code]

[Your Contact Information]