

Vendor Dispute Resolution Outcome

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Name],

Subject: Outcome of the Dispute Resolution Process

We appreciate your cooperation in the recent dispute resolution process concerning [brief description of the dispute]. After thorough review and consideration of all relevant information and perspectives, we have reached a resolution.

Outcome:

- Issue: [Describe the main issue or dispute]
- Findings: [Summarize the findings of the investigation]
- Resolution: [State the agreed resolution or action to be taken]

We believe this resolution is in the best interest of both parties and we appreciate your understanding and collaboration in resolving this matter.

Please feel free to reach out if you have any questions or need further clarification regarding this outcome.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Contact Information]