

# Letter of Acknowledgment

Date: [Insert Date]

To: [Supplier Name]

Address: [Supplier Address]

Dear [Supplier Name],

We are pleased to inform you that we have received your application for our Supplier Diversity Program. We appreciate your interest in partnering with us and your commitment to promoting diversity within the supply chain.

Your application is currently under review, and we will notify you of the outcome within [insert timeframe]. If additional information is required during this process, we will reach out to you directly.

Thank you again for your application. We look forward to the opportunity to work together to foster an inclusive and diverse business environment.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Contact Information]