

# Supplier Performance Review

Date: [Insert Date]

To: [Supplier's Name]

From: [Your Company's Name]

Subject: Supplier Performance Review - Product Consistency

Dear [Supplier's Name],

We would like to express our appreciation for your ongoing efforts in providing us with [specific product or service]. As part of our commitment to maintaining quality and consistency in our supply chain, we conduct regular performance reviews.

## Performance Highlights

- Product Consistency: [Provide specific metrics or observations]
- Delivery Timeliness: [Provide specific metrics or observations]
- Overall Quality Assessment: [Provide specific metrics or observations]

## Areas for Improvement

- [Specific area needing improvement]
- [Specific area needing improvement]

We believe that addressing these areas will further enhance our partnership and ensure mutual success. We would like to schedule a meeting to discuss this review and explore ways to improve product consistency.

Thank you for your attention to this matter. We look forward to your feedback and working together to enhance our collaboration.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]