

Supplier Hardware Advancement Notice

Date: [Insert Date]

To:

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Contact Name],

We are writing to inform you of an important advancement regarding the hardware supply for our ongoing projects. As we strive to enhance our operational efficiency and product quality, we have made strategic decisions that will impact our current and future hardware requirements.

Effective [Insert Effective Date], we will be transitioning to the following hardware specifications:

- [New Hardware Specification 1]
- [New Hardware Specification 2]
- [New Hardware Specification 3]

We believe that these changes will enable us to deliver better results and improve our collaboration. We kindly ask you to review the new specifications and confirm your ability to meet these requirements. Please provide your feedback by [Insert Feedback Deadline].

Thank you for your continued partnership. We look forward to your prompt response and a successful transition.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]