

# Supplier Technology Revision Notification

Date: [Insert Date]

To: [Supplier Name]  
[Supplier Address]  
[City, State, Zip Code]

Dear [Supplier Contact Name],

We are writing to inform you of an upcoming revision in the technology specifications related to [Product/Service Name]. This revision will be effective as of [Effective Date].

The key changes are as follows:

- [Change 1]
- [Change 2]
- [Change 3]

Please review the attached documents for detailed information regarding these revisions. We encourage you to reach out with any questions or concerns you may have regarding these changes.

Thank you for your attention to this matter. We appreciate your continued partnership.

Sincerely,

[Your Name]  
[Your Job Title]  
[Your Company Name]  
[Your Contact Information]