

Invitation to Supplier Compliance Training

Dear [Supplier Name],

We are pleased to invite you to our upcoming Supplier Compliance Training scheduled for [Date] at [Time]. The training will take place at [Location/Online Link].

This session aims to enhance our partnership by ensuring that all suppliers understand the compliance standards we uphold at [Your Company Name]. Topics will include:

- Regulatory Requirements
- Quality Assurance Standards
- Ethical Sourcing Practices

Please confirm your attendance by [RSVP Deadline]. You can reply to this email or contact [Contact Person] at [Contact Email/Phone].

We look forward to your participation in this essential training session.

Best Regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Phone]

[Your Company Email]