

Supplier Termination Appeal

Date: [Insert Date]

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

Dear [Supplier's Name],

Subject: Appeal against Termination of Supply Agreement

I hope this message finds you well. I am writing on behalf of [Your Company Name] regarding the notice we received about the termination of our supply agreement due to service delays.

While we acknowledge the issues experienced over the past few months, we believe that some circumstances leading to these delays were beyond your control. Furthermore, we appreciate the efforts made by your team to address these challenges and ensure continuity in supply.

Therefore, we kindly ask you to reconsider the termination decision. We believe that with improved communication and collaboration, we can work towards a solution that benefits both parties. Our company values the relationship we have built over the years and is committed to supporting you in overcoming recent obstacles.

Please let us know a suitable time to discuss this further. We are hopeful for a positive resolution.

Thank you for your attention to this matter.

Sincerely,
[Your Name]
[Your Position]
[Your Company Name]
[Your Contact Information]