

Supplier Termination Appeal Letter

[Your Name]

[Your Position]

[Your Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company Name]

[Recipient's Company Address]

[City, State, Zip Code]

Subject: Appeal Against Termination of Supplier Agreement

Dear [Recipient's Name],

I am writing to formally appeal the decision to terminate the supplier agreement between [Your Company Name] and [Recipient's Company Name] due to alleged policy non-compliance. We value our partnership and believe that there may have been misunderstandings that led to this decision.

We acknowledge the importance of compliance with your policies and have taken steps to rectify any oversight on our part. [Briefly explain any actions taken or plans in place to ensure compliance].

We respectfully request a reconsideration of this decision and are eager to discuss how we can align better with your policy expectations moving forward. We sincerely hope to continue our collaboration, as we believe it has been mutually beneficial.

Thank you for considering our appeal. I look forward to your positive response and am available for a discussion at your earliest convenience.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]