

Vendor Economic Impact Assessment

Date: [Insert Date]

To: [Vendor Name]

[Vendor Address]

Dear [Vendor Name],

As part of our commitment to evaluate the economic impact of our partnerships, we are conducting an assessment of the contributions made by our vendors to the local economy. We value your services and wish to understand better how our collaboration has influenced economic development.

Information Required

- Type of services/products provided
- Number of employees at your organization
- Annual revenue generated from our partnership
- Investments made in the local community
- Any challenges faced that impacted your economic contributions

Your insights will be instrumental in assessing the overall impact and fostering better collaboration in the future. We would appreciate if you could provide the requested information by [Insert Deadline].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]