

Vendor Carbon Footprint Analysis

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Dear [Vendor Name],

As part of our commitment to sustainability and environmental responsibility, we are conducting a carbon footprint analysis of our supply chain. We believe that understanding the carbon emissions associated with our vendors is essential to reduce our overall environmental impact.

We kindly request your cooperation in providing the following information related to your operations:

- Details of your production processes that contribute to carbon emissions.
- Data on energy consumption and source of energy used.
- Information on transportation methods and logistics.
- Any existing sustainability initiatives in place.

Please provide the requested information by [Insert Due Date]. Your cooperation is vital in helping us achieve our sustainability goals and we appreciate your assistance in this matter.

Thank you for your commitment to a more sustainable future.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]