

# Environmental Impact Review Letter

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

City, State, Zip: [Vendor City, State, Zip]

Dear [Vendor Name],

We are conducting a comprehensive environmental impact review for the products supplied by your company. Understanding the environmental implications of these products is essential in our commitment to sustainability and responsible sourcing.

To assist us in this evaluation, we kindly request the following information regarding your products:

- Materials used in production
- Manufacturing processes
- Energy consumption during production
- End-of-life product disposal methods
- Supplier certifications (e.g., ISO, EcoLabel)

Please submit the requested information by [Insert Deadline Date]. This will help us make informed decisions that align with our environmental goals.

We appreciate your cooperation and look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]