

# Vendor Product Lifecycle Status Update

**Date:** [Insert Date]

**To:** [Vendor Name]

**From:** [Your Company Name]

Dear [Vendor Contact Name],

We hope this message finds you well. We are writing to update you on the current lifecycle status of the products provided by your company.

## Product Lifecycle Status

Product Name	Status	Expected Transition Date
[Product 1]	[Status]	[Transition Date]
[Product 2]	[Status]	[Transition Date]

Please let us know if there are any changes to the status or if you require further information regarding any of the products listed above.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]