

Product Recall Follow-Up Update

Date: [Insert Date]

Dear [Stakeholder's Name],

We hope this message finds you well. We are writing to provide you with an important update regarding the recent product recall of [Product Name].

As you are aware, we initiated a recall on [Recall Date] due to [Reason for Recall]. Since then, we have been actively working to address the issues and ensure the safety of our customers.

Following our initial communication, we have taken the following steps:

- Completed a thorough investigation into the cause of the issue.
- Implemented corrective actions to prevent future occurrences.
- Coordinated with relevant regulatory bodies to maintain compliance.
- Engaged our customer service team to streamline the return and refund process.

We appreciate your continued support and understanding during this process. Our priority remains the safety and satisfaction of our customers.

For any further questions or concerns, please do not hesitate to contact us at [Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Company Name]