

Product Safety Evaluation Proposal

From: [Your Name]

[Your Position]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Subject: Proposal for Product Safety Evaluation

Dear [Recipient's Name],

We are writing to propose a comprehensive safety evaluation of [Product Name]. As you are aware, ensuring the safety and compliance of our products is paramount to protecting our customers and maintaining our brand integrity.

The evaluation will include:

- A thorough review of current safety standards applicable to [Product Name].
- An assessment of potential hazards associated with the product.
- Recommendations for any necessary modifications to enhance safety.
- A detailed report outlining the findings and suggested compliance measures.

The estimated timeline for this evaluation is [Time Frame], and our proposed budget for the project is [Budget Amount].

We are confident that our expertise in product safety will provide valuable insights, enabling us to mitigate risks and ensure compliance.

Thank you for considering our proposal. We look forward to the opportunity to work together to enhance the safety of [Product Name]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information.

Sincerely,

[Your Name]

[Your Position]

[Your Company]