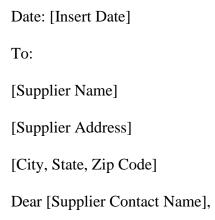
## **Supplier Quality Complaint Submission**



We are writing to formally submit a quality complaint regarding the recent shipment received on [Insert Date]. The specifics of the complaint are as follows:

## **Complaint Details:**

- **Product Name:** [Insert Product Name]
- Order Number: [Insert Order Number]
- Quality Issue: [Describe the quality issue]
- Batch/Lot Number: [Insert Batch/Lot Number]
- Quantity Affected: [Insert Quantity]

## **Supporting Documentation:**

Attached are photographs and inspection reports that detail the issues encountered.

We kindly request your prompt attention to this matter and a response outlining the proposed corrective actions within [Insert Time Frame]. We value our relationship and expect cooperation in resolving this issue effectively.

Thank you for your attention to this urgent matter.

Sincerely,

[Your Name]
[Your Position]
[Your Company Name]
[Your Company Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]