

Notice of Food Contamination Risk

Date: [Insert Date]

To: [Recipient Name]

From: [Your Organization Name]

Dear [Recipient Name],

We are writing to inform you of a potential food contamination risk associated with [specific food product or brand]. Our routine inspections have indicated that there may be a risk of contamination due to [briefly explain reason, e.g., improper handling, supplier concern, etc.].

As a precautionary measure, we recommend that you refrain from consuming or distributing the affected product. We advise you to check your inventory and dispose of any contaminated stock immediately. Attached are specific details regarding the contaminated products including expiry dates and batch numbers.

We take this matter seriously and are actively working with the suppliers to resolve this issue promptly. Your safety and well-being is our utmost priority.

If you have any questions, please do not hesitate to contact us at [Contact Information]. Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Position]

[Your Organization Name]