

Essential Recall Notice

Date: [Insert Date]

To: [Wholesale Customer's Name]
[Wholesale Customer's Address]
[City, State, Zip Code]

Dear [Wholesale Customer's Name],

We are writing to inform you of an important recall concerning certain products supplied by our company. The recall has been initiated due to [briefly state the reason for recall, e.g., potential safety concerns, contamination, etc.].

The specific products affected by this recall are as follows:

- Product Name 1 - SKU: [SKU Number]
- Product Name 2 - SKU: [SKU Number]
- Product Name 3 - SKU: [SKU Number]

We request that you immediately cease the sale of the affected products and return any remaining stock to us. Please ensure that your team is made aware of this situation to prevent further distribution.

For your convenience, we have enclosed a return authorization form and instructions for the return process.

If you have any questions or need further assistance, please do not hesitate to contact our customer service department at [Customer Service Phone Number] or [Customer Service Email Address].

Thank you for your prompt attention to this matter.

Sincerely,

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