

Reseller Product Classification Guidelines

Date: [Insert Date]

To: [Reseller Name]

From: [Your Company Name]

Subject: Product Classification Guidelines for Resellers

Dear [Reseller Name],

We are pleased to provide you with our guidelines for classifying products as a reseller. These guidelines are designed to ensure consistent communication, maintain brand integrity, and facilitate smooth collaboration.

1. Product Categories

All products should be classified into the following categories:

- Electronics
- Apparel
- Home Goods
- Beauty Products

2. Classification Criteria

When classifying products, consider the following criteria:

- Functionality
- Target Audience
- Usage Context

3. Compliance Requirements

Ensure that all classified products meet the following compliance standards:

- Safety Regulations
- Quality Assurance
- Brand Guidelines

4. Reporting Process

Product classifications should be reported to us using the attached classification form by [Insert Deadline].

Thank you for your cooperation and commitment to upholding our product classification standards. If you have any questions, please do not hesitate to reach out.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]