

Dear [Recipient's Name],

We are pleased to present the results of our Retail Waste Reduction Strategy implemented in [Start Date]. Our commitment to sustainability has yielded significant improvements, and we are excited to share these results with you.

Key Achievements:

- Reduction of overall waste by [Percentage]% compared to [Previous Year/Date].
- Increased recycling rates of [Percentage]% through enhanced collection systems.
- Partnerships established with [Number] local organizations to support recycling efforts.
- Reduction in single-use plastics by [Percentage]% through [Specific Initiatives].

Next Steps:

Moving forward, we plan to:

- Continue to engage staff and customers about best practices in waste reduction.
- Expand our composting program to include more products.
- Monitor our progress and adjust strategies as necessary.

Thank you for your continued support as we strive to create a more sustainable future.

Sincerely,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]