

Cybersecurity Risk Assessment Letter

Date: [Insert Date]

To: [Vendor Name]

Address: [Vendor Address]

Subject: Cybersecurity Risk Assessment Request

Dear [Vendor Contact Name],

As part of our commitment to ensuring the security of our systems and data, we conduct regular cybersecurity risk assessments for all our vendors. We value our partnership with you and would like to request your cooperation in this process.

Please complete the attached questionnaire regarding your cybersecurity practices and policies. The information you provide will help us evaluate potential risks and establish necessary mitigation strategies.

We kindly ask that you return the completed questionnaire by [Insert Due Date]. If you have any questions, please do not hesitate to reach out to our cybersecurity team at [Insert Contact Information].

Thank you for your prompt attention to this matter. We look forward to your cooperation in maintaining a secure business environment.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]