

# Risk Management Compliance Review

Date: [Date]

[Recipient's Name]

[Recipient's Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to inform you of the upcoming risk management compliance review scheduled for [Review Date]. This review is part of our ongoing commitment to ensure adherence to our risk management policies and regulatory requirements.

The objectives of this review include:

- Assessing the adequacy of risk management controls
- Identifying areas for improvement
- Ensuring compliance with applicable regulations

We kindly invite you to provide any necessary documentation and insights related to your department's risk management practices by [Submission Deadline]. Your input is invaluable in enhancing our overall compliance framework.

Should you have any questions, please feel free to reach out to me directly at [Your Phone Number] or [Your Email Address]. We appreciate your cooperation and look forward to your contributions to this important process.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Your Contact Information]