

Supplier Partnership Review

Date: [Insert Date]

To: [Supplier Name]

[Supplier Address]

Dear [Supplier Contact Name],

We would like to take this opportunity to review our partnership and discuss the current status of our collaboration. Over the past [insert duration], we have worked together on various projects, and we would like to gather feedback and insights to ensure our partnership remains beneficial for both parties.

Discussion Points:

- Performance metrics and delivery timelines
- Quality of products/services
- Areas for improvement
- Future projects and expectations

We believe that open communication is key to a successful partnership, and we look forward to hearing your thoughts on the above points. Please let us know your availability for a meeting in the upcoming weeks.

Thank you for your continued support and collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]