

# Supplier Onboarding Approval Notification

Date: [Insert Date]

Dear [Supplier Name],

We are pleased to inform you that your application for supplier onboarding has been approved. We appreciate your interest in partnering with us and are excited to work together.

Please find the details of the next steps below:

- Documentation: Please submit the required documents as outlined in our onboarding guide.
- Training: You are required to complete the training session scheduled for [Insert Date and Time].
- Contact: Should you have any questions or need assistance, reach out to [Contact Person's Name] at [Contact Person's Email].

Thank you for your cooperation, and we look forward to a successful partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]