

Supplier Engagement Letter

Date: [Insert Date]

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Contact Name],

We are pleased to inform you that we are in the process of expanding our vendor partnerships and we would like to engage with you regarding the submission of your product catalog. We believe that your offerings align with our requirements and values.

Please submit your latest product catalog along with pricing information and any relevant terms and conditions by [Insert Deadline Date]. This will allow us to review your products and determine potential collaboration opportunities.

We look forward to receiving your catalog and exploring how we can work together to achieve mutual success.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]