

Supplier Risk Assessment Follow-Up

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Follow-Up on Supplier Risk Assessment for Contract Renewal

Dear [Supplier Contact Name],

We hope this message finds you well. As we approach the renewal of our contract, we would like to follow up on the supplier risk assessment conducted on [Insert Date of Assessment]. Your input is valuable to us in ensuring a sustainable partnership.

Please provide us with an update on the following:

- Status of risk mitigation strategies identified in the previous assessment.
- Any changes to your operational or financial conditions that may impact our partnership.
- Additional information regarding compliance with industry regulations.

We would appreciate receiving this information by [Insert Deadline], to facilitate our discussions. Please feel free to reach out if you have any questions or need further clarification.

Thank you for your attention to this matter. We look forward to your timely response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]