

# Supplier Audit Findings Acknowledgment

Date: [Insert Date]

To: [Supplier Name]

Address: [Supplier Address]

Dear [Supplier Contact Name],

We would like to take this opportunity to acknowledge the findings from the recent audit conducted on [Audit Date]. The following points have been identified:

1. [Finding 1]
2. [Finding 2]
3. [Finding 3]

We appreciate your cooperation during the audit process and your commitment to addressing these findings. Please provide us with your action plan by [Response Deadline Date].

Thank you for your ongoing support and partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]