

Notification of Supplier Diversity Program Launch

Dear [Supplier Name],

We are excited to inform you that [Company Name] is launching a Supplier Diversity Program aimed at fostering an inclusive procurement process that encourages diverse suppliers to participate in our supply chain.

This program is designed to enhance opportunities for minority-owned, women-owned, and other underrepresented businesses. We believe that diversity among our suppliers will not only benefit our organization but will also contribute to the growth of the community at large.

We invite you to join us for an informational session on [Date] at [Time] via [Location/Platform]. During this event, we will outline the program details, application process, and how you can become involved.

If you have any questions or would like additional information, please do not hesitate to reach out to us at [Contact Information].

We look forward to your participation in our Supplier Diversity Program.

Best regards,

[Your Name]
[Your Title]
[Company Name]
[Contact Information]