

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Date]

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Contact Name],

Subject: Inquiry on Regulatory Compliance

We hope this message finds you well. As part of our commitment to maintaining high standards of regulatory compliance, we are conducting a review of our suppliers' compliance with applicable laws and regulations.

We kindly request that you provide us with the following information:

- Details on your compliance with relevant regulatory requirements in your industry.
- Any certifications or approvals from regulatory bodies.
- Documentation related to your quality management systems.
- Reports on any compliance audits conducted in the last year.

We appreciate your prompt attention to this matter. Please respond by [Response Deadline Date]. Should you have any questions, feel free to contact us at [Your Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]