

Contractor Compliance Audit Results

Date: [Insert Date]

To: [Contractor Name]

From: [Your Company Name]

Subject: Compliance Audit Results

Dear [Contractor Name],

We hope this message finds you well. Attached are the results of the recent compliance audit conducted on [insert date of audit] regarding your operations with [Your Company Name].

Audit Summary

- Area Reviewed: [Insert Area]
- Audit Findings: [Insert Summary of Findings]
- Compliance Status: [Compliant/Non-Compliant]

Recommendations

Please consider the following recommendations to improve compliance:

1. [Recommendation 1]
2. [Recommendation 2]
3. [Recommendation 3]

We appreciate your cooperation during the audit process. Should you have any questions or require further clarification regarding the findings, please do not hesitate to contact us.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]