

# Dear [Vendor Name],

We are excited to welcome you as a valued vendor in our ongoing commitment to sustainability and responsible sourcing practices. At [Your Company Name], we believe that sustainable sourcing is crucial for the health of our planet and for the success of our business.

As we move forward, we would like to outline our sustainable sourcing principles which include:

- Prioritizing ethically sourced materials.
- Minimizing environmental impact through efficient processes.
- Promoting fair labor practices across our supply chain.
- Encouraging transparency and accountability at every level of sourcing.

We look forward to collaborating with you to ensure that our products reflect our shared commitment to sustainability. Together, we can create a positive impact on our communities and environment.

Thank you for your dedication to sustainable practices.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]