

Software Compatibility Evaluation

Date: [Insert Date]

To: [Recipient's Name]

Department: [Recipient's Department]

Company: [Recipient's Company]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to provide you with the evaluation results of the compatibility of the software [Software Name] with our current systems.

Evaluation Summary

- **Software Version:** [Insert Version]
- **Operating Systems Tested:** [List Operating Systems]
- **Compatibility Status:** [Pass/Fail]
- **Issues Identified:** [List Issues or N/A]

Recommendations

[Insert any recommendations for addressing issues or confirming compatibility.]

Thank you for entrusting us with this evaluation. Should you have any questions or require further details, please feel free to reach out.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]