

# Supplier Partnership Supply Chain Briefing

Date: [Insert Date]

To: [Supplier Name]

From: [Your Company Name]

Subject: Supply Chain Partnership Briefing Invitation

Dear [Supplier Name],

We are excited to invite you to our upcoming Supply Chain Briefing, where we will discuss our ongoing partnership and explore opportunities for enhancing our collaboration.

## Agenda:

- Overview of current supply chain performance
- Discussion of key challenges and solutions
- Future goals and strategies for collaboration
- Q&A session

**Date:** [Insert Date]

**Time:** [Insert Time]

**Location:** [Insert Venue/Virtual Link]

Please confirm your attendance by [RSVP Date]. We look forward to your valuable insights and strengthening our partnership.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]