

Product Compliance Audit Notification

Date: [Insert Date]

To: [Affiliate Partner's Name]

Company: [Affiliate Partner's Company]

Address: [Affiliate Partner's Address]

Dear [Affiliate Partner's Name],

We are writing to inform you that a product compliance audit will be conducted for the items associated with your account. This audit is part of our ongoing commitment to ensuring product safety, quality standards, and regulatory requirements.

The audit is scheduled for [Insert Date] and will cover the following products:

- [Product Name 1]
- [Product Name 2]
- [Product Name 3]

Please ensure that all necessary documentation and compliance records are prepared for review prior to the audit date. This includes, but is not limited to, product specifications, safety certifications, and testing results.

If you have any questions or require further information, please do not hesitate to contact us at [Your Contact Information].

Thank you for your attention to this matter and your continued partnership.

Sincerely,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]