

Supplier Contract Acceptance

Date: [Insert Date]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Supplier Name]

[Supplier Address]

[City, State, Zip Code]

Dear [Supplier Name],

We are pleased to inform you that we accept the terms and conditions outlined in your proposal dated [Insert Date]. We look forward to the opportunity to work together and are confident that this partnership will be mutually beneficial.

Please find the signed contract attached for your records. We request you to review the document and confirm your acceptance at your earliest convenience.

Thank you for your cooperation. We are excited to begin this new venture.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]