

Recycling Compliance Inquiry

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to inquire about the compliance measures regarding recycling practices within [Company/Organization Name]. As part of our commitment to environmental sustainability, we are interested in understanding your current recycling initiatives and adherence to local regulations.

Specifically, I would like to know:

- The types of materials you recycle.
- Any certifications or standards you comply with.
- Details of your recycling processes.
- Any partnerships with recycling facilities.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]