

# Third Party Compliance Confirmation Letter

Date: June 19, 2024

To: [Recipient Name/Company]

From: [Your Company Name]

Subject: Confirmation of Compliance by Third Party Vendor

Dear [Recipient Name],

This letter serves as formal confirmation that [Third Party Vendor Name], hereafter referred to as "the Vendor," is in full compliance with all applicable legal, regulatory, and contractual obligations relevant to the services provided to [Your Company Name].

The Vendor has submitted all required documentation and declarations confirming adherence to the following:

- Relevant local, national, and international laws and regulations
- Industry-specific standards and best practices
- Your Company's Code of Conduct and compliance requirements
- All contractual terms and conditions pertaining to compliance

Periodic reviews and assessments have been conducted to ensure ongoing compliance. As of the date of this letter, no compliance breaches have been identified with respect to our engagement with the Vendor.

Please let us know if you require any additional information or documentation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

## Important Notes

- This document should be updated regularly to reflect the current compliance status.
- Attach supporting evidence or documentation where possible.
- Only authorized representatives should issue and sign this letter.
- Retain a copy for internal records and audit purposes.
- Always verify vendor compliance through appropriate due diligence procedures.