

[Date]

[Vendor Name]

[Vendor Address]

[City, State, Zip Code]

Subject: Notification of Revisions to Anti-Money Laundering (AML) Policy

Dear [Vendor Contact Name],

This letter serves as formal notification that [Your Company Name] has recently updated its Anti-Money Laundering (AML) and Counter-Terrorist Financing policies.

As a valued business partner, we are committed to maintaining the highest standards of financial integrity and regulatory compliance. These updates ensure our practices remain aligned with current legal requirements and industry best practices.

Key changes include:

- Updated due diligence requirements for third-party service providers.
- Enhanced reporting procedures for suspicious activities.
- Revised documentation standards for international transactions.

Please find the updated policy document attached to this letter. We request that you review these changes to ensure your continued compliance with our corporate standards. By continuing your business relationship with [Your Company Name], you acknowledge receipt of and agreement to adhere to these updated policies.

If you have any questions regarding these revisions or how they may impact our partnership, please contact our Compliance Department at [Email Address] or [Phone Number].

Thank you for your cooperation and commitment to ethical business practices.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]