

Date: [Insert Date]

To: Compliance Department / [Manager Name]

From: [Employee Name]

Employee ID: [Insert ID Number]

Subject: Acknowledgment of Cross-Selling Compliance Memorandum

Dear [Name/Department],

I hereby acknowledge that I have received, read, and understood the memorandum regarding "Cross-Selling Compliance Policies and Procedures" dated [Insert Date of Memo].

I understand that adhering to these guidelines is a requirement of my employment. Specifically, I agree to comply with all ethical standards, disclosure requirements, and regulatory obligations related to the offering of additional products and services to customers.

I confirm that I have had the opportunity to ask questions regarding the contents of this memorandum and that I am aware of the disciplinary actions that may result from non-compliance with these policies.

A signed copy of this acknowledgment will be kept in my personnel file.

Sincerely,

(Signature)

[Employee Printed Name]

[Job Title]

[Department]