

Date: [Insert Date]

To: Compliance Department / Human Resources

Subject: Letter of Certification for Cross-Selling Policy Training

I, [Employee Name], hereby certify that I have completed the mandatory training session regarding the organization's Cross-Selling Policy, held on [Date of Training].

By signing this document, I acknowledge and confirm the following:

- I have received a copy of the current Cross-Selling Policy.
- I have participated in the training module covering ethical sales practices, customer data privacy, and regulatory requirements.
- I understand the guidelines for identifying appropriate cross-selling opportunities and the prohibition of predatory or unauthorized sales tactics.
- I agree to comply with all procedures outlined in the policy to ensure transparency and maintain customer trust.
- I understand that failure to adhere to this policy may result in disciplinary action.

I further certify that I had the opportunity to ask questions and have received clarification on all aspects of the policy.

Employee Signature

Employee Name: [Print Name]

Employee ID: [Insert ID Number]

Department: [Insert Department Name]

Certified By:

Supervisor/Trainer Signature