

# Supplier Agreement Letter of Understanding

**Date:** \_\_\_\_\_

**Supplier Name:** \_\_\_\_\_

**Supplier Address:** \_\_\_\_\_

## Purpose

This Supplier Agreement Letter of Understanding ("Agreement") is entered into by and between:

**Company Name:** \_\_\_\_\_

**Company Address:** \_\_\_\_\_

and the above-named Supplier regarding the supply of goods and/or services.

## Terms and Conditions

**1. Scope of Supply:**

**2. Duration:**

**3. Pricing and Payment:**

**4. Delivery Schedule:**

**5. Quality Requirements:**

**6. Other Clauses:**

## Authorized Representatives

Party	Name	Title	Contact Details
Company	_____	_____	_____
Supplier	_____	_____	_____

## Acceptance

By signing below, both parties acknowledge and agree to the terms and conditions stated in this Letter of Understanding.

\_\_\_\_\_  
Authorized Signature (Company)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature (Supplier)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_