

[Your Company Letterhead]

[Date]

[Supplier's Name]

[Supplier's Address]

[City, State, Zip Code]

Subject: No Dues Certificate

Dear [Supplier's Name],

This is to certify that as of [Date], there are no outstanding dues payable by [Supplier's Company Name] to [Your Company Name].

We appreciate your promptness in all transactions, and we look forward to continuing our business relationship.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]