

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Title]

[GEM Company Name]

[GEM Address Line 1]

[GEM Address Line 2]

[City, State, Zip Code]

Subject: OEM Letter for [Product Name/Model]

Dear [Recipient Name],

We, [Your Company Name], are pleased to provide this Original Equipment Manufacturer (OEM) letter in support of our partnership with [GEM Company Name]. This letter serves to affirm that [Your Company Name] is the manufacturer of [Product Name/Model], and we authorize [GEM Company Name] to market and sell this product under their branding.

Details of the OEM Agreement:

- OEM Product Name: [Product Name/Model]
- Product Description: [Brief description of the product]
- Agreement Start Date: [Date]
- Agreement End Date: [Date]

We assure you that [Your Company Name] maintains the highest standards in the manufacturing and quality control processes of [Product Name/Model]. Should you need further information, please do not hesitate to reach out to us.

Thank you for your partnership.

Sincerely,

[Your Name]

[Your Title]

[Your Company Name]

[Your Contact Information]