

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Company]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Follow-Up on Vulnerability Assessment Results

I hope this message finds you well. We would like to take this opportunity to follow up on the recent vulnerability assessment conducted on [Date of Assessment] for [Recipient's Company].

As detailed in our initial report, several vulnerabilities were identified, including [briefly list key vulnerabilities]. We appreciate your collaboration during this assessment and would like to discuss the next steps for addressing these findings.

Please let us know your availability for a meeting to review the assessment in detail and outline a remediation plan. Our aim is to ensure that your organization remains secure and protected against potential threats.

Thank you for your attention to this matter, and we look forward to your response.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Phone Number]

[Your Email Address]