

Dear,

The [PROGRAM NAME] has been reassigned to you by (Username). Please complete it by the date indicated below. You can access this by clicking on this [LINK TO QUESTIONNAIRE].

Please click on the link below to access our chat bot should you have any questions about the supplier onboarding process. If a service ticket is entered, please include the name of your company and the assessment you are trying to complete.

We appreciate your attention to this important requirement.

Kimberly-Clark suppliers can request assistance via our ChatBot Procuree, linked [here](#).

Please complete by [DUE DATE].

Thank you,

Kimberly-Clark Third Party Risk Management Team