[Date]

[Recipient Name]
[Recipient Title]
[Client Company Name]
[Street Address]
[City, State, Zip Code]

Subject: Annual Anti-Money Laundering (AML) and Sanctions Compliance Certification

Dear [Recipient Name],

On behalf of [Vendor Company Name] ("the Company"), I hereby certify that the Company maintains an internal Anti-Money Laundering (AML) and Counter-Terrorist Financing (CTF) program that is designed to comply with applicable laws and regulations.

Specifically, we certify the following:

- **AML Program:** The Company has implemented a written AML program approved by senior management.
- **Compliance Officer:** A designated Compliance Officer is responsible for overseeing the AML program.
- **Training:** Relevant employees receive regular training on AML policies, detection of suspicious activities, and reporting requirements.
- **Sanctions Screening:** The Company performs regular screening of customers and transactions against applicable sanctions lists, including but not limited to OFAC, UN, and EU lists.
- **Customer Due Diligence:** We maintain procedures for Know Your Customer (KYC) and Customer Due Diligence (CDD) to verify the identity of our clients.
- **Record Keeping:** The Company maintains transaction and identification records for the minimum period required by law.
- **Independent Audit:** Our AML program is subject to periodic independent testing or internal audit reviews.

We confirm that [Vendor Company Name] is not currently subject to any regulatory enforcement actions related to money laundering or sanctions violations.

This certification is valid for the period of [Current Year/Contract Period]. We agree to notify [Client Company Name] promptly should any significant changes occur to our compliance status.

Sincerely,

[Signature]
[Printed Name]
[Title/Position]

[Vendor Company Name]
[Contact Information]