[ACCOUNT NO.]

[COMPANY NAME]

[ADDRESS]

[POSTCODE]

[DATE]

Dear [NAME],

We are working with Kafoodle Kitchen, a leading software solution for the management of allergen information originally designed with the recent food labelling legislation in mind.

To that end please would you kindly provide us with the ingredients list with its allergen (and nutrition if available) for everything that you supply to us as soon as possible in a spreadsheet format such as an Excel or CSV file. I have attached a [template document](https://www.kafoodle.com/wp-content/uploads/2016/05/Product-Import-Template-v1.5.xlsx) for you.

Kafoodle Kitchen is an easy to use hospitality industry management system designed to connect a business's kitchen to its customers through the Kafoodle App which is available to download from both the [Apple Store](https://itunes.apple.com/us/app/kafoodle/id982042683?ls=1&mt=8) and [Google Play](https://itunes.apple.com/us/app/kafoodle/id982042683?ls=1&mt=8).

Kafoodle App allows diners to search restaurants which are linked to Kafoodle Kitchen and view live menus which they can then filter to their own dietary preferences showing a menu that is both in line with their own choices and ultimately ‘safe’ for them.

Kafoodle are keen to develop their relationship with all food and drink suppliers to assist with the mammoth task of bridging that gap between the supply chain and their customers. They do this by providing live feeds into Kafoodle Kitchen via Kafoodle Ingredients Manager and if you would like to know more about that service please feel free to contact them on 020 7395 6880 or email support@kafoodle.com.

In any event please can you provide us with the information requested as a matter of urgency so that we can start developing our allergen compliance information.

Yours sincerely,

[YOUR NAME]