## **Textile Material Rejection Template**

Subject: Fabric Rejection - Quality Defects Identified

Dear [Textile Supplier],

We must reject the fabric shipment received on [DATE] under Purchase Order [PO\_NUMBER] due to quality defects that render the materials unsuitable for production.

Rejected Fabrics:

- Style: [Fabric Type/Style Number]

- Color: [Color/Dye Lot]

- Quantity: [Yards/Meters]

- Defects Identified: [Color variation/weave irregularities/dimensional instability/etc.]

Our quality control inspection revealed defects exceeding acceptable limits per our agreed specifications. The fabric shows [detailed description of defects] which would result in garment quality issues and customer complaints.

We require:

- 1. Credit memo for rejected materials
- 2. Immediate pickup of defective fabric
- 3. Rush delivery of replacement fabric meeting specifications
- 4. Quality certification for replacement shipment

Our production schedule requires conforming materials by [DATE] to avoid delays. Please prioritize this matter and confirm your corrective action plan.

Thank you for your immediate attention.

Best regards,

[Your Name]

[Production Manager]

[Company Name]

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