**Appendix 5: Letter template warning the manufacturer/vendor of changes in the source**

Dear Seed Manufacturer / Vendor Contact Person:

I recently became aware that [insert seed manufacturer / vendor name here] seed model(s)

name (radionuclide)

name (radionuclide)

may have been altered by [changes of manufacturing venue or process/changes in source geometry and/or internal design/ discovery of deficiencies in the published dosimetry data]

Please be, advised that the AAPM/IROC Houston Registry Policy (available [here](https://gcc01.safelinks.protection.outlook.com/?url=http%3A%2F%2Frpc.mdanderson.org%2FRPC%2FBrachySeeds%2FSource_Registry.htm&data=02%7C01%7Cronald.tosh%40nist.gov%7Ce1e1b092fb3f437cf9b608d7bb2d9fef%7C2ab5d82fd8fa4797a93e054655c61dec%7C1%7C1%7C637183676952622744&sdata=UELC793J%2BNyfpWWzy6RJoTkMXi0Sr74AB9ChAW%2BpGXY%3D&reserved=0)) stipulates that the manufacturer may submit for CLA review a set of revised dosimetry data that meet the standards specified by the AAPM dosimetric prerequisites. Alternatively, the vendor may provide evidence to CLA demonstrating that the revised product is dosimetrically equivalent to the original source from which the published and accepted dosimetry data were derived.

If the CLA does not receive a response to this letter, the process may result in removal of a source from the Registry. In accordance with Registry policy, a response is requested at your earliest convenience.

Regards,

[Name here]

Chair, American Association of Physicists in Medicine (AAPM) Calibration Laboratory Subcommittee (CLA)