Package Delivery Acknowledgment

Date: October 1, 2023

To: [Sender's Name]
[Sender's Address]
[City, State, Zip Code]

Dear [Sender's Name],

I hereby acknowledge the receipt of the package sent by you, which was delivered on **October 1**, **2023**.

Details of the package are as follows:

Tracking Number: [Tracking Number]Description: [Description of Items]

• Condition: [Condition]

Thank you for your prompt delivery.

Sincerely,

[Recipient's Name] [Recipient's Address] [City, State, Zip Code]