

Payment Confirmation for Service Agreement

Date: [Insert Date]

To: [Client Name]

[Client Address]

Dear [Client Name],

We are writing to confirm the receipt of your payment regarding the service agreement between [Your Company Name] and [Client Name]. Below are the details of the transaction:

- **Payment Amount:** [Insert Amount]
- **Payment Method:** [Insert Payment Method]
- **Transaction ID:** [Insert Transaction ID]
- **Date of Payment:** [Insert Payment Date]

We appreciate your promptness in this matter and look forward to continuing our services to you. Should you have any questions or require further assistance, please do not hesitate to reach out.

Thank you for choosing [Your Company Name].

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]