

Beneficiary Receipt Verification

Date: [Insert Date]

To:

[Beneficiary Name]

[Beneficiary Address]

[City, State, Zip Code]

Dear [Beneficiary Name],

We are writing to confirm the receipt of your application and the associated documents submitted for the [specific funds or services]. This letter serves as a verification of your status as a beneficiary.

Details of Verification:

- Name: [Beneficiary Name]
- Application Reference Number: [Reference Number]
- Date of Submission: [Submission Date]
- Amount Verified: [Amount]

If you have any questions regarding this verification, please do not hesitate to contact us at [Contact Information] or visit our website at [Website URL].

Thank you for your attention to this matter.

Best regards,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]

[Organization Address]