Payment Clearance Acknowledgment

Date. [Insert Date]
To: [Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
We would like to acknowledge the receipt of your payment amounting to [Insert Amount] made on [Insert Payment Date]. This payment is now cleared and your account is in good standing.
Thank you for your prompt attention to this matter. If you have any questions, please do not hesitate to contact us at [Insert Contact Information].
Sincerely,
[Your Name]
[Your Position]
[Your Company]
[Your Company Address]
[City, State, Zip Code]
[Contact Information]