

Confirmation for Returning Telecom Equipment

Date: [Insert Date]

To: [Recipient's Name]

Company: [Recipient's Company Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We would like to confirm the receipt of the telecom equipment being returned to us as per our prior communication. The details of the returned items are as follows:

Item Description	Serial Number	Condition	Date Returned
[Item 1 Description]	[Serial Number 1]	[Condition 1]	[Date Returned]
[Item 2 Description]	[Serial Number 2]	[Condition 2]	[Date Returned]

If you have any further questions or require additional information, please do not hesitate to contact us.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]