

Freight Payment Confirmation Request

Date: [Insert Date]

To:

[Freight Company Name]

[Freight Company Address]

[City, State, Zip Code]

Dear [Freight Company Contact Name],

I hope this message finds you well. I am writing to request confirmation of the freight payment made on [insert payment date] for the shipment with tracking number [insert tracking number]. The details of the transaction are as follows:

- Invoice Number: [insert invoice number]
- Shipment Date: [insert shipment date]
- Total Amount Paid: [insert amount]

Please confirm receipt of the payment and provide any necessary documentation at your earliest convenience.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]