

# Parcel Shipping Acknowledgment Receipt

Date: **[Date]**

To: **[Recipient Name]**

Address: **[Recipient Address]**

From: **[Sender Name]**

Address: **[Sender Address]**

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Dear **[Recipient Name]**,

We hereby acknowledge the receipt of your parcel as detailed below:

## **Parcel Details:**

Tracking Number: **[Tracking Number]**

Weight: **[Weight]**

Contents: **[Contents Description]**

This parcel was shipped on **[Shipping Date]** and is scheduled to arrive on **[Expected Delivery Date]**.

Thank you for choosing our service.

Sincerely,

**[Your Name]**

**[Your Title]**

**[Your Company Name]**

**[Your Contact Information]**