

Letter of Acknowledgment

Date: [Insert Date]

[Recipient Name]

[Recipient Position]

[Company/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to formally acknowledge the receipt of your financial disclosure statement submitted on [Insert Submission Date]. Your transparency and compliance with our financial disclosure policies are greatly appreciated.

We would like to confirm that your disclosure has been reviewed and accepted by the board. As a director, your commitment to ethical governance is crucial to the integrity of our organization.

If there are any updates to your financial situation, please ensure that these are reported in a timely manner. Thank you for your commitment to maintaining our standards of accountability.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]

[Contact Information]