

Confirmation of Paperwork Received

Date: [Insert Date]

To: [Recipient Name]

[Recipient Address]

Dear [Recipient Name],

We hereby confirm that we have received the following paperwork from you:

- [Document 1]
- [Document 2]
- [Document 3]

Thank you for your submission. If you have any questions or require further assistance, please do not hesitate to contact us.

Best regards,

[Your Name]

[Your Job Title]

[Your Company]

[Your Contact Information]