

# Website Maintenance Acknowledgment

Date: [Insert Date]

To: [Client's Name]

From: [Your Company Name]

Subject: Acknowledgment of Ongoing Website Maintenance

Dear [Client's Name],

We are writing to formally acknowledge the ongoing maintenance and support services we are providing for your website, [Insert Website URL]. Our team is committed to ensuring that your website remains functional, secure, and up to date.

The current maintenance activities include:

- Regular backups
- Software updates
- Security monitoring
- Performance optimization

If you have any specific concerns or requests, please do not hesitate to reach out. We appreciate your trust in our services and look forward to continuing our partnership.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]