

Notification of Received Signed Pact

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Company]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Company]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are pleased to inform you that we have received the signed pact on [insert date of receipt]. This agreement signifies our mutual understanding and commitment to [briefly describe the purpose of the pact].

We appreciate your cooperation and look forward to a successful partnership ahead.

If you have any questions or require further information, please do not hesitate to reach out.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Your Company]