

Funds Received Confirmation

Date: [Insert Date]

From: [Your Company Name]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to confirm that we have received the funds totaling [Insert Amount] on [Insert Date of Receipt]. This payment is for [Insert Purpose or Invoice Number].

If you have any questions regarding this transaction, please do not hesitate to contact us at [Insert Contact Information].

Thank you for your prompt payment.

Best regards,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Contact Information]