

Asset Delivery Acknowledgment

Date: [Date]

To: [Subcontractor Name]

[Subcontractor Address]

[City, State, Zip Code]

Dear [Subcontractor Name],

This letter serves to acknowledge the receipt of assets delivered by you on [Delivery Date] as per our agreement dated [Agreement Date]. The details of the delivered assets are as follows:

- Asset Description: [Description]
- Quantity: [Quantity]
- Condition: [Condition]
- Asset ID: [Asset ID]

We confirm that the above-mentioned assets have been received in satisfactory condition. Please retain a copy of this acknowledgment for your records.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[City, State, Zip Code]

[Contact Information]