

Payment Acknowledgment Confirmation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are writing to acknowledge the receipt of your payment in the amount of [Insert Amount] received on [Insert Payment Date]. This payment is associated with invoice number [Insert Invoice Number].

Thank you for your prompt payment. If you have any questions regarding this transaction, please do not hesitate to contact us.

Best regards,

[Your Name]

[Your Position]

[Your Company]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email]