

Letter of Acknowledgement

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally acknowledge your offer for compensation in exchange for early access to your manuscript titled "[Manuscript Title]." I appreciate the opportunity to engage with your work prior to its public release.

After reviewing the terms of the compensation offer, I am pleased to accept the offer as outlined in your communication. Please let me know if there are any further steps or documentation needed on my part to facilitate this process.

Thank you once again for this opportunity. I look forward to collaborating with you.

Sincerely,

[Your Name]

[Your Position]

[Your Institution/Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]