

# Letter of Acknowledgment

Date: [Insert Date]

From: [Your Company Name]

To: [Customer's Name]

[Customer's Address]

Dear [Customer's Name],

We would like to acknowledge the shipment of your replacement product. Your order details are as follows:

- **Order Number:** [Insert Order Number]
- **Replacement Product:** [Insert Product Name]
- **Tracking Number:** [Insert Tracking Number]
- **Shipping Date:** [Insert Shipping Date]

We appreciate your understanding and patience during this process. If you have any questions or need further assistance, please do not hesitate to contact us.

Thank you for being a valued customer.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]