

Settlement Receipt Acknowledgment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally acknowledge the receipt of the settlement amount of [Insert Amount] as agreed upon in our settlement agreement dated [Insert Date of Agreement].

I appreciate your cooperation in resolving this matter and look forward to the completion of all related obligations.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]