

Acknowledgment of Police Report

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Police Department Name]

[Police Department Address]

[City, State, Zip Code]

Dear [Police Department/Officer's Name],

I am writing to acknowledge the receipt of the police report that I filed on [Insert Date of Report]. The report number assigned to my case is [Insert Report Number].

Thank you for your assistance and the prompt handling of my report. If there are any further actions required from my side, please feel free to contact me at your convenience.

Sincerely,

[Your Name]