

# Notification of Police Report Acknowledgment

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We acknowledge the receipt of your police report filed on [Insert Date of Report]. The report has been successfully registered under the case number [Insert Case Number].

Our team is currently reviewing the details, and you will be contacted if further information is needed.

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Position]

[Department Name]

[Contact Information]